

W1SPA

Westfield Primary School Parents' Association Minutes of Annual General Meeting 26th Sept 2025

Attendees

Karen Fatcher
Colin Fatcher
Jo Theis
Anna Foster
Gina Shelton
Flic Webster
Gina Gailiune
Katie Russell
John Russell

Agenda

1. Financial review of school year 2024/25. Year ended: 31 August 2025

IT fund balance as of 31.08.25: £40,762.06

Deduct: Additional £5k IT fund transfer completed to maximise interest: £5,000

Deduct: Additional £1.7k IT fund transfer completed to maximise interest: £1,700

Revised IT fund bank balance funds available: £34,062.06

Main bank account bank balance as at 31.08.25: £512.45

Grant funding received for specific purposes | Dacorum 'Green Community Grant' – Shed:
£758.91

Add back: Additional £5k IT fund transfer completed to maximise interest: £5,000

Add back: Additional £1.7k IT fund transfer completed to maximise interest: £1,700

Revised Current Account Bank balance £6,453.54

Money raised fundraising (income less expenses):

- Christmas fair/raffle tickets | **£2,100.75**
- Summer fair | **£1,381.11**
- Cake sales | **£748.10**
- Westival | **£692.44**
- Frozen Friday's & assembly tea/coffee mornings | **£488.23**
- Rainbow raffle | **£469.50**
- Spring disco | **£413.93**
- Halloween disco | **£434.16**
- Uniform sales | **£408.14**
- Film night | **£305.24**
- Bags 2 School | **£54.80**
- Fancy dress sale | **£51.91**

- Party in a box | **£10**

Total profit – **£7,558.31**

Other income:

- Employer Lloyds Reading Match fund | **£800**
- Bank interest received | **£635.71**
- Rotary Santa's Sleigh | **£582**

Total income - **£2,071.71**

Spend Breakdown

- Coaches | **£5,085**
- Christmas books for all children | **£270.40**
- PTA Insurance | **£172**
- Bank charges | **£81.41**
- Staff leaving gifts | **£72.65**
- Lottery registration annual fee | **£20**

Total spend - **£5,701.46**

Overall surplus for the year - £3,874.56

b) Plans for the forthcoming year: To carry on our successful fundraising events and raise money to benefit our children at Westfield. The school needs W1SPA because the school's budget (set by the Government) is not enough.

2. Election of new committee:

Caitlin Ferrera and Karen Fatcher were nominated to continue as Co-Chairs, Jo Theis was nominated to continue as Secretary, and Gina Shelton was nominated to continue as Treasurer. In addition, Anna Foster continues as Comms Officer, Flic Webster continues in Fundraising, and Gina Gailiune continues to manage the second-hand uniform. In all cases voting was unanimous in their favour.

3. Appeal for new PTA members.

All parents are automatically members of W1SPA. Parents who are new to the school were invited to get involved as all help is much needed and appreciated. Those in attendance at the AGM meeting had the opportunity to leave their details if they are open to helping at W1SPA events (discos, summer fairs etc). Reassurance was provided that those who agree to be added to the W1SPA WhatsApp group will not be inundated with messages.

We are delighted to have welcomed two new volunteers to the team - Katie and Jon Russell.