



THE ECCLESBOURNE SCHOOL

PARENTS, STAFF & FRIENDS ASSOCIATION

Registered Charity No: 1047233

Chair: Jacqui Davis

Secretary: Vacant

Wirksworth Road, Duffield, Belper, DE56 4GS

Tel: (01332) 840645 Fax: (01332) 841871

info@ecclesbournepsfa.co.uk events@ecclesbournepsfa.co.uk

www.ecclesbourne.derbyshire.sch.uk/psfa



The Ecclesbourne Parent, Staff and Friends Association

Annual General Meeting

MINUTES of Wednesday 12 June 2024

MINUTES

1. President's Welcome

Petra Owen-Moore (Deputy Head) welcomed everyone on behalf of James McNamara

2. **Present:** Jacqui Davis, Natalie Hickman, Petra Owen-Moore, Jane Arnold, Rita Patel, Lorraine Jenkins, Sue Small, Vikki Small, Yvonne McNamee, Kathryn Chapman

3. **Apologies:** James McNamara, Rich Payne

3. Minutes of the 2022 AGM held on 5 October 2022 were approved.

4. Report of the President (for year 2022-23)

Petra reported:

- Of the importance of the School's core values.
- Exam results
- The work and changes the School had made post 1st Ofsted
- WRAT introduced for student wellbeing – mental health and curriculum
- Varied curriculum
- New reporting using QR code on reports
- Development – D block planning has been approved but work has been delayed due to finance – 2/3 years projected for completion
- Thanked the PSFA for all their support and hard work.



THE ECCLESBOURNE SCHOOL

PARENTS, STAFF & FRIENDS ASSOCIATION

Registered Charity No: 1047233

Chair: Jacqui Davis

Secretary: Vacant

Wirksworth Road, Duffield, Belper, DE56 4GS

Tel: (01332) 840645 Fax: (01332) 841871

info@ecclesbournepsfa.co.uk events@ecclesbournepsfa.co.uk

www.ecclesbourne.derbyshire.sch.uk/psfa



4. Report of the Chair of the Association (for year 2022-23)

We ran a number of very successful events throughout the 2022-23 academic year:

- 2 x Quiz and Chips raising approximately £3600. This was lower than previous years however and the Spring Quiz saw the lowest number of tables sold since the event began. A new Quizmaster was introduced at the Autumn Quiz – Jonahan Leach – and his Quiz was very well received (thank you Jonathan). We will have two Quizmaster going forward.
- A number of Parents Evenings where PSFA sold raffle tickets – these continued to bring in a good amount and the Year 12 raffle saw the biggest profit that we have had to date with over £190 raised.
 - We decided to change the raffle from a 50:50 raffle (where winner and PSFA split the proceeds) to a £50 cash prize which will increase the amount going to PSFA. To be introduced from Sept 2023.
- PTA Big Christmas Raffle brought in £420 and was easily raised (thank you to Gail Lowe for organising this).
- Non-Uniform Day – raised over £1000, but this was down on previous years and it was thought this was because we asked for online payments, rather than cash. Agreed to revert to cash for the next one.
- EasyFundraising continues to bring in extra income but the number of supporters is still extremely low considering how many parents there are at the School. All agreed that we needed more activity around this and regular reminder to parents – Sara Parkin agreed to take this on, but sadly only 2 reminder letters went out throughout the year.
- Spring and Christmas Concerts where PSFA organised raffles and running a bar raised over £800
- House Plays where PSFA ran a raffle and a bar raised over £530, which was a record!
- Nearly New Uniform Sales – raised a lot as we invited Year 6s in July and as a result almost ran out of stock!!
- Stars in Their Eyes was again the highlight of the School calendar and saw everyone wanting to help out!! We raised over £200 with raffle and bar.
- We introduced our first Comedy Night in June last year (thank you Natalie) and after a rocky start with ticket sales, we had approximately 60 people in attendance and we had great feedback. Financially it was a success and added £445 to the PSFA bank account – although largely from bar / raffle sales – we broke even on ticket sales.

Bids

PSFA funded 11 bids from School departments during this academic year including

- Art Dept – radial easels, OHPs, Lighting panels, Precision trimmer, visualiser (totalling approx. £1385)



THE ECCLESBOURNE SCHOOL

PARENTS, STAFF & FRIENDS ASSOCIATION

Registered Charity No: 1047233

Chair: Jacqui Davis

Secretary: Vacant

Wirksworth Road, Duffield, Belper, DE56 4GS

Tel: (01332) 840645 Fax: (01332) 841871

info@ecclesbournepsfa.co.uk events@ecclesbournepsfa.co.uk

www.ecclesbourne.derbyshire.sch.uk/psfa



INVESTOR IN PEOPLE

- Table tennis tables - £675
- Maths – text books and graphical calculators (approx. £300)
- Mock Trial £350
- Technology – drying racks £210
- German Dept KS3 resources - £582
- PDC (Humantopia bid, Just Like Us Talk, Chelsea's Choice, Sexual relationships (yr 12)) - £2149
- PrizeGiving – where we awarded prizes to approximately 1/3 of the School and sponsored flowers, decorations, programmes and catering

Changes to PSFA

- Introduced cashless payments via SumUp which started to make a big difference to our bottom line (thank you Natalie)
- Increased Prize-giving prizes from £5 to £7
- Introduced a Bids form, so that we can easily see who will benefit from bids. Also a bids feedback form that departments receiving monies were supposed to fill in and feed back, but so far we have only had 2 returned.
- Considered a number of new events – Spring Ball, Xmas Market, Comedy Night. Only the latter was introduced due to difficult logistics for other two
- Had a number of new faces join the Committee: Carolyn Jenkinson, Sara Parkin, Jessica Jackson, Steve Knee, Priya Chopra, Caroline Stalker. Carolyn took over as Secretary but sadly was away at meetings too often so had to step down. From these only 2 are still active with the PSFA.
- Lost quite a few long-serving committee members – Kathryn Chapman, Yvonne McNamee, Gail Lowe had to step down from Publicity, so PSFA numbers have continued to decrease.
- Need a strategy to increase PSFA numbers on Committee. Did send out 4 pleas (in a variety of guises) to parents over the year, but no one came forward.
- Lost Pete Heath last year who purchased, stored and monitored bar stock. This was a massive blow and has meant that all year Natalie has been dealing with this as well as undertaking the role of Treasurer. Essential that we find someone to take this over for the next academic year.
- JD suggested in April 2023 that we should be looking at ways to get the local communities involved with PSFA activities, and running more community events where we have access to different sources of income rather than relying on parents all the time. All agreed that this was a great idea and we looked at the Big PTA Walk (DCA was keen to help with this and get involved), but it never got off the ground. Christmas Market was also suggested, but logistics of running at the weekend to get families involved wasn't feasible due to cost.
- PSFA presence at Open Evening – to raise awareness. Helpers said parents were literally turning the other way to avoid talking to people on the stand



THE ECCLESBOURNE SCHOOL

PARENTS, STAFF & FRIENDS ASSOCIATION

Registered Charity No: 1047233

Chair: Jacqui Davis

Secretary: Vacant

Wirksworth Road, Duffield, Belper, DE56 4GS

Tel: (01332) 840645 Fax: (01332) 841871

info@ecclesbournepsfa.co.uk events@ecclesbournepsfa.co.uk

www.ecclesbourne.derbyshire.sch.uk/psfa



- PSFA continues to haemorrhage members – few new parents have joined since covid, making it increasingly difficult to add new events into the school calendar. Need to find ways of making PSFA more attractive, accessible and understood.
 - Ideas discussed:
 - PSFA rep for all School years
 - Student Council to help promote PSFA with parents
 - PSFA articles to be included in the School Newsletter

PSFA details to be included in welcome packs for Year 7s.

Thank you to everyone who has helped at PSFA Events or with PSFA Activities over the year – we could not do it without you!

5. Report of the Treasurer of the Association for year 2022-23

See attachments.

6. Nominations and Election of Committee members (maximum 25 members)

- **Chair of the Association** - Jacqui Davis nominated by Jane Arnold and seconded by Kathryn Chapman - Motion carried unanimously.
- **Treasurer:** Natalie Hickman and Rita Patel both nominated as Joint Treasurer by Jacqui Davis and seconded by Jane Arnold - Motion carried unanimously.
- **Secretary:** Carolyn Jenkinson nominated by Natalie Hickman and seconded by Jacqui Davis. Motion carried unanimously.
- **Publicity Officer:** Gail Lowe. Nominated by Jane Arnold, seconded by Jacqui Davis. Motioned carried unanimously.
- **Committee Members added:** Vikki Small, Claire Flowers, Katy Davies, Carolyn Jenkinson, Sarah Trowman, Richard Payne, Rachel Moseley, Steph Hayward, Caroline Stalker

9. AOB