ICKFORD SCHOOL
PARENT TEACHER ASSOCIATION

**Ickford School PTA EGM**
**Meeting Minutes**
**Wednesday 14th October**

Attendees: Vicky Evemy, Kate Tinkler, Stephane Petter, Chris Dedman, Jenny Roberts, Hannah Pearson, Jo Brookfield, Alex Woods, Dawn Basnett (Mme), Chloe Goode, Emma Williams, Franzie Warren.

Apologies: Lizzie Parry, Heather Atkins, Michelle O'Mahoney, Liz Beckett, Polly Dedman, Alison Bennett

The Chair welcomed all and thanked those for attending.

The minutes of the EGM from April 2026 were approved.

**TREASURERS REPORT**
Stephane talked through the Chairs report as attached

**CHAIRS REPORT**
Vicky talked through the Chairs report as attached.

**GRANTS TEAM UPDATE**
A small group has recently formed within the PTA to explore grant funding that could enhance our school and enrich the children's experiences. Our focus so far has been on outdoor learning, improving the school field and funding school trips.

We've identified several grants to apply for, including the Rothschild Foundation's School Access Fund, which could help fund a whole-school trip to Waddesdon Manor later this year. We're also exploring more ambitious projects linked to our developing plans for the school field.

If you know of any grants available to schools or have experience securing funding, we'd love to hear from you!

KT advised she had had communication with Tesco regarding Tesco Starts campaign and would forward these details to Hannah. **Action KT**

**ELECTION OF COMMITTEE OFFICERS**
All positions resign.

CHAIR – Vicky Evemy was nominated for the position of Chair, Dawn Basnett proposed, and Stephane Petter seconded the nomination of Vicky Evemy for Chair. Vicky Evemy was elected Chair.

SECRETARY – Kate Tinkler was nominated for the position of Secretary, Alex Woods proposed, and Vicky Evemy seconded the nomination of Kate Tinkler for Secretary. Kate Tinkler was elected Secretary.

TREASURER – Chris Dedman was nominated for the position of Treasurer, Hannah Pearson proposed, and Emma Williams seconded the nomination of Chris Dedman for Treasurer. Chris Dedman was elected Treasurer.

**Gift Aid**

Stephane advised that previously it wasn't possible for the PTA to register for Gift Aid as we weren't compliant with the Constitution but following the EGM and appointment of additional members we are now compliant so this is something we can look into. **CD to investigate.**

**Events 2026/27**

Save the date flyer has been sent for Hot Dog lunch, Movie night, Wine & Italian night and Christmas events.

Movie night:
Mme to chaperone. Suggestion to make this Christmas/Winter themed. Movie still TBD. **Action VE/KT**

Hot dog lunch – VE/KT to send flyer to school to send via parentmail (and ensure teachers are aware). **Action VE/KT**

Christmas lunch – Tuesday 15th December.
Pointer to provide food, PTA agreed to cover any additional costs above the food which school pays directly.

Wine night – tickets to be pushed, link to be circulated. Poster to be displayed at Friday Café and tickets sold there. VE/KT to send flyer to school to send via parentmail (and ensure teachers are aware). **Action VE/KT**

Payments for events to be investigated further to make an easy process for payment and consent rather than a bank payment and a google form. Sumup link to be created and trial for Wine night.

Easter events:
Run/fitness Event – Lizzie Parry to investigate. **Action LP**

2027 – event to run again with a more 'do 2027 theme'. To be held during spring. **KT to manage this**

Christmas raffle prizes – smaller numbers of better prizes rather than lots of smaller ones.

**SCHOOL FUNDING**

Airconditioning:
This is a project that was spoken about last academic year but following receipt of a quote it is decided that right now this isn't a project that either the school or the PTA can fund.

FW raised the question of installing external blinds/ shutters to keep the heat out. DB to obtain quotes. HP/JR to investigate possibility of grants. **Action DB/HP/JR**

**SCHOOL EXPENDITURE**

Mme advised on some maintenance projects that are booked in for October half term. One sewerage pump (two within school) needs replacing. This is quoted for £3,700. The front gates are a safeguarding issue and a quote of £5,900. Mme asked for a donation towards this cost. A vote took place with all present members and it was decided that the PTA would donate £5,000 towards these costs. It was added this would be a one off contribution for maintenance rather than a regular on-going cause that the PTA would fund. Mme Basnett provided very useful background to the funding of the school, which we were unaware of. This is included below for information of all.

As a stand-alone primary academy with approximately 140 pupils, Ickford School operates within a very tight financial framework. Although we receive our General Annual Grant (GAG) to meet the day-to-day running costs of the school, this must cover essential expenditure, including staff salaries, insurance, site maintenance, utilities, cleaning staff, cleaning materials and projects, and the resources needed to deliver a high-quality education, such as stationery, books and classroom essentials. In addition, our capital funding is limited to just £5,500 per year for estate-related projects, such as new gates for example, which places considerable pressure on our ability to maintain and improve the school site. Consequently, we are heavily reliant on the generosity and fundraising efforts of our PTA to provide enrichment opportunities that would otherwise be difficult to fund, help reduce costs for parents by contributing towards activities such as coach transport for school trips, and support essential improvements to our premises. We are therefore immensely grateful to our PTA for their donations, including their recent commitment of £5,000 towards the replacement of our front gates and the sewage pump. Their support makes a tangible difference to the children's experience at Ickford, enabling us to enhance their education and safeguarding, protect the school's facilities and provide opportunities that extend well beyond what our core funding alone can afford.

**AOB**

None.

ICKFORD SCHOOL
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Ickford School PTA
Treasurers Report
Annual General Meeting – 14 October 2026

The current committee took over in 2024 with a balance of £5,934.99. Throughout the financial year ending 31 August 2025, with all volunteers' help, the PTA raised money, net of costs and donations, to end the year with a balance of £14,405.43.

After 2025/26 academic year we ended with a larger balance of £18,202.03 (including business reserve) having also made school donations totalling £10,300.64.

Over the last 2 years, funding decisions have considered to what extent the PTA is providing whole school impact, in an attempt to share the proceeds fairly across the school. Donations covered:
£2580 for 16 new tablets and charge bank
£5000 towards 16 new computers.
£1300 And the whole school panto coaches.

Furthermore, in 2025/26 the PTA introduced class pots allocating £500 per class to offer teachers some flexibility for custom enrichment opportunities. Whilst several classes used this money to fund:
Warwick castle for classes 1-4
Pitts River Museum for C3
Steam Museum for C5

We ended the year with £1,080 unclaimed.

When considering all PTA activities, the biggest fundraisers are the Christmas and Summer Fayres which both raised £2,300-£2,400, Cafe in the Park which raised £2,500, and the combination of easyfundraising/Your School Lottery around £2,600. Furthermore in 2026 the PTA ran a new 2026 sponsorship fundraiser which generated £2,500 with minimal PTA volunteer effort.

Together, over the last two years we raised £26,840 and donated shy of £14,000 to the school. As of today, we have a positive current account balance of £17268. Based on previous years we can expect to raise over £10,000 by next summer, and so this puts the committee in a strong position to consider new school funding projects.

Our annual accounts are submitted annually to the Charity Commission and have been submitted for this year.

ICKFORD SCHOOL
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Ickford School PTA
Chair's Report
Annual General Meeting – 14 October 2026

It has been a really successful year for Ickford School PTA, with much to celebrate both in our fundraising and in the events and activities we have brought to the school community.

We introduced two new initiatives this year: the Wine and Cheese Night and the sponsorship scheme. The Wine and Cheese Night in February was a great success, and I would like to give a special thank you to Heather for her help in making it happen. We are looking forward to repeating it on 20th November. The sponsorship scheme was also a brilliant addition, particularly because it gave the children an opportunity to get involved in fundraising themselves. We plan to repeat this too, thanks to Kate for leading that initiative.

Our established events continued to do well, including the Christmas Fayre, Summer Fair and Movie Night. These remain important parts of the school calendar, raising money while giving the children and their families opportunities to come together and have fun.

We also launched and ran several hot dog lunches, which worked well and raised funds with relatively little effort compared with a larger event. With the new school lunch provider starting after half-term, we are unsure whether we will be able to continue these in the same format. We will explore what is possible and consider alternatives if needed.

The Friday after school café continues to be a steady and valuable fundraiser. The baking contributed by parents makes it a real community effort, and we are very grateful to everyone who provides cakes, helps run it or comes along to support it.

Not everything went ahead as hoped. We tried to repeat the Mother's Day Afternoon Tea, but ticket sales were not sufficient for it to go ahead this year. If we revisit it, we may need to start planning and promoting it earlier, perhaps with a save-the-date notice to give families more time to make arrangements.

During the year, we identified that our constitution was out of date and required more committee members than we had in place. We therefore held a meeting in April, which resulted in 11 new members joining—so we now are compliant. It has been lovely to welcome more people to the committee, bringing fresh ideas, different perspectives and additional support with decisions and events.

We now also have a grants team with Jenny and Hannah exploring funding opportunities available to the school. They will provide their own update, but

thank you to them for taking this work forward and helping us look beyond our events for additional sources of funding.

Looking ahead, we plan to repeat our successful events while making room for new ideas. One suggestion is a fun run next summer, which Lizzy has offered to help organise. We are always keen to hear ideas, particularly from people who are happy to help bring them to life. The PTA works best as a team, with responsibilities shared across the committee and wider school community.

We are also beginning to explore fundraising to improve the school field. We hope to obtain designs, plans and quotations from specialist playground designers to help us understand what might be possible and the costs involved. Thanks to Alex for her efforts creating us a concise briefing document that we can share with potential designers going forward. Air-conditioning is another potential focus for fundraising. Both ideas are at an early stage, and we will keep everyone updated as we gather information and develop the plans.

I would like to give a special thank you to Stephane, who is stepping down as Treasurer. He has been extremely organised and thorough, keeping careful accounts of our finances and managing the many responsibilities that keep the PTA compliant and on track. Much of this work happens behind the scenes, but it is essential, and we are hugely grateful for his time and commitment.

Finally, thank you to every committee member, volunteer, baker, donor and family who has supported the PTA this year, and to the school staff for their continued help. Everything we achieve depends on that collective effort. We look forward to another enjoyable and successful year supporting Ickford School.