

PTFA 2026 AGM – Minutes

Date: Friday 02 October, 2026 | **Time:** 3.20pm | **Location:** Salcombe Primary School, Hall

Chair: Vickie Parker | **Treasurer:** Tamsin Lafferty-Holt

1. Welcome & Introductions

Vickie welcomed everyone to the AGM, with a particular welcome to families new to the school.

Everyone was reminded that all parents and carers are automatically members of the PTFA, with the committee taking a slightly more active role in fundraising, organising events and supporting the school. Our aim is to enhance the experience of all children at the school, through fundraising and social activities.

2. Review of Last Year

Vickie reflected on a busy and successful year, including welcoming Miss Bond as our new Headteacher, bringing with her a new vision and renewed enthusiasm.

The PTFA supported a wide range of activities during the year, including:

- Spruce Up Days and improvements to the school's outdoor spaces
- Two major raffles and two pig-racing events
- Pub quizzes, discos and bingo evenings
- A lot of cake sales!

Funds raised enabled the PTFA to provide:

- New Chromebooks
- An all-school theatre trip at Christmas
- Funding for the Devon Library Service
- A further year of the Accelerated Reader programme
- A range of other resources and activities for our children

Vickie then handed over to Tamsin, Treasurer, for the financial report.

3. Treasurer's Report (see appendix)

- Opening balance: £10,062
- Closing balance: £12,322
- This year's fundraising (excluding donations): £7,819 – our best year to date!
- Fundraising this year included two very successful events at the Victoria Inn and a village hall bingo night, highlighting the importance of local community support
- Significant donations were also received from a grandparent, Salcombe Town Regatta and Simon Shortman (East Portlemouth Ferry)
- Ongoing commitments include Accelerated Reader, library, the all-school theatre / cinema trip
- £170 has been set aside for new school pets!

4. Thanks to the Committee

Vickie thanked the 2025/26 committee for their hard work and commitment:

- **Abi** – the mastermind, chief fundraiser and organiser of all things related to our wonderful all-school theatre trips!
- **Claire B and Emma C** – for always pitching in & particularly for their successful recruitment of Emma Keltz!
- **Emma K** – for making such a strong contribution since joining the committee, with fresh ideas & infectious enthusiasm
- **Hannah M** – for her calm, wise and consistently supportive contribution
- **Kirsty** – for her work as Secretary, another successful Spooky Disco & leading the tea towel project!
- **Paula** – for her reliable support across so many PTFA activities
- **Ria** – for her long-standing contribution, another year of Christmas raffles & Facebook outreach, & particularly for generously donating all her jewellery sales our Regatta Stall
- **Tamsin** – for managing the PTFA's finances and compliance responsibilities, as well as supporting almost every single event throughout the year!

A special thank you to **Corrina Castle**, who has stepped down from the committee after many many years of loyal service. With both of her children now at secondary school, the committee have agreed that it is finally time to let her escape! Her contribution to the PTFA over the years is greatly appreciated.

Vickie also thanked everyone who has helped during the year, whether by baking cakes, buying raffle tickets, donating prizes, helping at events or supporting work around the school. It was emphasised that every contribution makes a difference.

Hannah thanked Vickie for her continued contribution and enthusiasm as Chair.

5. Committee Elections

Vickie confirmed that all members of the current committee had agreed to stand for another year. A vote was held and the current committee was formally re-elected for the 2026–27 year.

Three new members joined the committee, and a further three volunteers joined the PTFA's list of occasional helpers. Vickie welcomed all six new volunteers and thanked them for offering their time and support:

Officers (elected by show of hands):

- Chair: Vickie Parker | Treasurer: Tamsin Lafferty-Holt | Secretary: Kirsty Smout

Ordinary Committee Members (elected by show of hands):

- Abi Bates, Claire Bothwick, Emma Cater, Deni Cervikova, Nikki Harvey, Emma Keltz, Ria Luscombe, Hannah Muir, Carys Phillips, Paula Viles

6. Thanks & Close

- Thanks to everyone for attending and for ongoing support
- Meeting closed at 4.00pm

APPENDIX

Friends of Salcombe School Association

Treasurer's Report

1st September 2025 – 31st August 2026

1. Comparison Review

- Started the year with £10,061.66 and ended with £12,322.00.
- Set aside:
 - £1,500.00 estimated for all school theatre trip
 - £167.15 for guinea pigs
- Annual commitments:
 - Accelerated Reader
 - 2026 - £715.50
 - School Library Service
 - 2026 - £2,342.00
 - 2027 - £2,342.00

Accounting Year 01 SEPT - 31 AUG		2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026
Lloyds Balance		11344.60	6821.52	8370.29	11701.32	16233.63	8237.58	10061.66
Held in cash box		300.47	102.20	70.52	95.90	25.90	25.90	0.00
Opening Balance 1 Sept		11645.07	6923.72	8440.81	11797.22	16259.53	8263.48	10061.66
Income	Fundraising	2233.29	347.23	3089.66	2516.13	5525.82	5735.88	7819.16
	Donations	3825.93	2970.24	1870.00	3000.00	2466.66	4724.00	4899.71
	Total Income	6059.22	3317.47	4959.66	5516.13	7992.48	10459.88	12718.87
Expenditure	To School	10064.30	795.70	453.90	415.39	15297.09	7299.44	9447.32
	Purchases	194.27	759.68	406.35	102.43	398.70	1097.75	615.69
	Services	522.00	245.00	743.00	536.00	292.74	334.51	355.87
	Charity							39.65
	Total Expenditure	10780.57	1800.38	1603.25	1053.82	15988.53	8731.70	10458.53
End of Year Balance		6923.72	8440.81	11797.22	16259.53	8263.48	9991.66	12322.00

2. Expenditure

	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026
Administrative Costs	294.45	248.70	248.00	276.00	292.74	334.51	355.87
Cards & Presents		27.98	21.97	53.99	0.00	0.00	0.00
Fundraising Expenses	421.82		709.38	308.44	398.70	1097.75	615.69
Given to School	10064.30	795.70	170.00	0.00	15177.09	6989.20	9195.82
Year 6 Leavers		728.00	453.90	415.39	120.00	310.24	251.50
Children in Need							39.65
Total	£10,780.57	£1,800.38	£1,603.25	£1,053.82	£15,988.53	£8,731.70	£10,458.53

2.1 Given to School

- £38.22 Prawns Books
- £50.00 Pre-school end of year Party
- £95.84 Scholastic (Thesauruses)
- £107.77 Dictionaries
- £251.50 Year 6 Hoodies
- £487.24 London theatre trip
- £715.50 Accelerated Reader
- £1280.00 Theatre Trip (includes bus and parent's tickets)
- £2,342.00 School Library Service
- £4,079.25 EYFS outdoor areas and playground

3. Income

3.1 Donations

Donations	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026
	3825.93	2970.24	1870.00	3000.00	2466.66	4724.00	4899.71

This year we had significant donations from a grandparent, Salcombe Town Regatta and Simon Shortman (East Portlemouth Ferry).

3.2 Fundraising

Totals are profit

Events	Costs	Income	Total Raised
Quiz Night	0.00	210.00	210.00
Pig Racing - Sept	2.96	867.00	864.04
Halloween	115.63	351.03	235.40
Tea Towels	346.55	560.00	213.45
Christmas Raffle	78.01	655.00	576.99
Bingo	0.00	755.82	755.82
Sports Day	89.25	536.25	447.00
Pig Racing - July	0.00	940.00	940.00
Summer Raffle	78.00	1133.00	1055.00
Cake Sales	1.66	699.31	697.65