



Christ Church New Malden
Parent Teacher Association
Annual General Meeting Minutes

Date: Wednesday, September 17, 2025

Location: Christ Church New Malden, Infants site Hall

Attendees:

Jason Fernandes JF	Kendra Hayes-Pang	Rebecca (Becky) Berry BB
Qing Wu QL	Neil Meeham NM	Lucas Roberts LR
Sarah Geer SG	Rose Hamman RH	Nicola Wild NW

Apologies:

Cat Beston	Astrid Spencer	
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Agenda:



Agenda

1. Notices & Welcome
2. Last year's Highlights & Financials
3. New for this year
- Quick Break
4. ☀️ Q & A
5. This Year's Budget
6. New Committee Elections
7. Upcoming events & Any Other Business

JF

1. Notices and Welcome

JF



A warm welcome to everyone

What we do
We support the school by raising as much money as we can to enhance, enrich and improve learning experiences for the children.

Who we are
We are volunteers and parents of children at the school, just like you.

Being generous sharing our identity, our knowledge and ourselves




The meeting commenced with a warm welcome to all in attendance, and the agenda. The primary purpose of the PTA was reiterated: to raise funds to enhance, enrich, and improve the learning experiences for the children at the school. An additional request was made to encourage us to share ourselves across the school Community - being generous with our identities and knowledge because there is always lots to keep track of... names... information... history...

2. 2024/25 Highlights and Financials

The past year was summarised with a [video](#) (this version shared in these minutes has a different background music).

BB



Another busy year...

	Fundraising Events		Spend
Autumn Term	<ul style="list-style-type: none">Welcome Drinks & AGMAutumn DiscosChristmas<ul style="list-style-type: none">Fair,SeOUL sponsorship, Cards, Raffle	Uniformly Break the Rules days, Mufti Days, Pop-up Sales	<ul style="list-style-type: none">Parrot Street Book clubMUGA at the JuniorsReplacement Climbing Frame at the Juniors
Spring Term	<ul style="list-style-type: none">Quiz nightEaster Egg Hunt and Cake sale		<ul style="list-style-type: none">OPAL consumablesDonation to Y6 Leavers party
Summer Term	<ul style="list-style-type: none">Summer<ul style="list-style-type: none">Fair, SeOUL sponsorship, Raffle		

Operating Expenses

"another busy year", a detailed slide of the year was also reviewed by BB.



2024/25 Financials

Net Profit for 2024/2025	-£48,115
Balance at 31st August 2025	£12,031

Fundraising Highlights

Christmas Fair	£7,203
Summer Fair	£7,721
General fundraising	£11,071
SeOUL Residential	£1,440
Corporate donation	£250

Spending Highlights

Junior Playground	-£71,530
Parrot Street Book Club	-£2,535
Lunchbowl Network	-£249
Additional expenses	-£1,486

The year's financials were then covered by QW. Key observations were:

-The year change is a big deficit but that is expected as we were spending a large amount of funding on the playground equipment that had been collected over some years.

-Tokens were adopted and a success.

3. New for 2025/26

The following section was presented by KP and JF with the explanation that we are looking for feedback and discussion on what is presented, particularly for points marked with a sun symbol.

The PTA is introducing several new initiatives for the upcoming year with scope for discussion planned for after the break.



New for 2025/26 - Less Sugar

Reviewed what the PTA promotes in terms of consuming sugar and feel reduction is required

- What we've done in previous years is somewhat in conflict with the school's intention to lower sugar intake & also public health advice, so we've decided to address these areas:
- No Jolly Jars as they exist at the moment; we have also had issues with glass jars breaking and having to discard jars that contained nut products. We realise this is a popular feature and would be happy to receive suggestions on how to adapt this ☀️
- No longer supporting doughnut or ice pop sales ☀️
- Sweets will only be offered as prizes at fairs for the **Lollipop Pull** game rather than for all games
- Candyfloss & popcorn will still be served

- **Less Sugar Initiative:** In line with school policy and public health advice, the PTA is reviewing its events to promote a reduction in sugar intake. The changes presented for discussion are:
 - **Differences to Jolly Jars:** The traditional "Jolly Jars" will be discontinued due to issues with broken glass and nuts. The PTA is open to suggestions for a new, adapted version of this popular feature. This topic has been included on the 'fair prizes' survey and results will be shared.
 - **No Doughnut or Ice Pop Sales:** The PTA will no longer support the sale of these items. This topic has been included on the 'fair prizes' survey and results will be shared.
 - **Limited Sweets:** Sweets will be reserved as prizes solely for the "Lollipop Pull" game at fairs. This topic has been included on the 'fair prizes' survey and results will be shared.
 - **Continued Items:** Candyfloss and popcorn will still be offered.



New for 2025/26 - Sports Field Unstoppable Team

Team to re-invigorate investigation into use(s) for the sports field:

- Work with the School SLT, Local Authority, Diocese, 3rd parties, etc
- Not be dissuaded until the field is put into satisfactory use ☀️

100m X 70m

Car-boot sale

Ground
Source heat
pump/
district
heating

Beer Festival

Fireworks

Sportsfield
lease

3rd party-run
Funfair

Car show

- **Sports Field "Unstoppable Team":** A dedicated team is being formed to investigate potential uses for the sports field. This team will work with the School SLT, Local Authority, and other third parties to ensure the field is put to "satisfactory use" and will not be dissuaded until a solution is found.



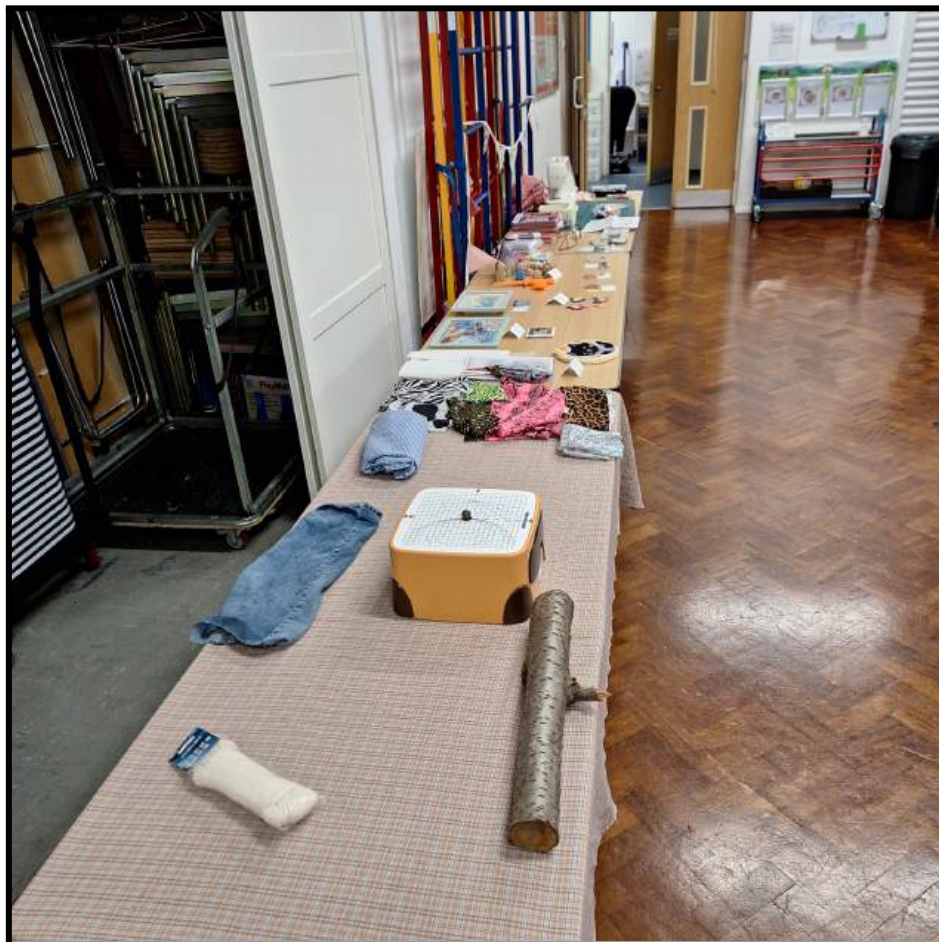
New for 2025/26 - Craft Fair

We are looking forward to organising a new event - a craft fair! This project has multiple aims:

- Enriching students' lives by introducing them to new hobbies
- Promoting activities away from a screens
- Securing external sources of funding
- Project launch coming soon, with many months available before the projected date of February 2026
- Lots of details are still being planned- requires support from a dedicated **Craft Fair Lead** and a team whose members can take oversight over certain types of crafts 🌟

During the break, please have a look at the craft table!

- **Craft Fair:** A new Craft Fair is being organized for February 2026 to enrich students' lives with new hobbies, promote activities away from screens, and secure external funding. A dedicated Craft Fair Lead and team are needed. Examples of crafts were brought in to show the range of possibilities for creating items that suit all interests.





- **PTA Assets:** The PTA is taking steps to improve its physical assets.
- The sheds at the Junior site need to be replaced. Toolstation has been approached with the request to help, and we are awaiting news. Should Toolstation donate the shed or offer a discount, the current plan is that the area of concern will also be tidied up in order to allow for a larger shed and facilitate access to the compost heap.

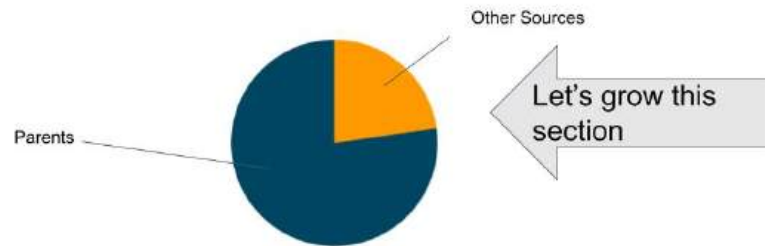
An **Assets Manager** is being sought to oversee the maintenance of essential equipment (see the Roles Roundup for more details).

- Inspections are due for the two candyfloss machines, the popcorn machine, and the BBQ. The gazebos also require inspection before next summer.



New for 2025/26 - Focus on Funding from outside the body of parents

JF



- PTA Chairs-Led - Grants, opportunities, matched funding, gifts, etc
- Parents Led - Seek opportunities

- **Focus on External Funding:** The PTA is focused on growing funding from sources outside of the parent community, such as grants, matched funding, and corporate donations. Currently a large proportion of funding comes from parents, while only a small amount comes from other sources. The goal is to grow the "others" section.
- The funding can be thought of being classified into two areas, PTA led, and Parent Led



FOLLOW US



Social Media engagement

REFUSE



Run a STEM workshop



Left over party bag toys



Plant Strawberry Seeds



Run a Car Wash Event



Sharing information



Local collaborations



Build & repair ourselves

JF

- Some ideas for parents were presented

After a break, Discussion about the “new for 2025” section to the audience.

The main focus was on sugar. It was agreed to issue a Schoolwide survey about it.

4. 2025/26 Proposed Budget and Projects

The following projects were proposed with specific budget requests and ownership outlined by NM:




Junior Playground Development

- OPAL consulting meeting soon, next actions to be determined
 - a. Sandpit area (sandpit, garden area around the Nook, resourcing the nook, etc)
 - b. Performance area (white wall, staging, audience area)
 - c. Garden and digging area
 - d. Further ideas in development

Budget request	£12,000
Timescale	Driven by Opal, across 2025/2026
Owner	Andrew Burkinshaw
Sponsor	Jason Fernandes

NM

- **Junior Playground Development:** A budget of £12,000 is requested, as quite budgetary while the Opal consulting continues



Infant Entrance Development

- Boundary Fence Build Application approved, funding in discussion with the Diocese.
- PTA funding requested to refresh the front following the Fence erection later this term:
 - a. Ideas such as planters & flowers,
 - b. Benches & Tables
 - c. Colourful Signage.

Budget request	£5,000
Timescale	Early 2026
Owner	Neil Meehan
Sponsor	Jason Fernandes

Someone to lead for overall Infants development is needed

NM

- **Infant Entrance Development:** A budget of £5,000 was requested to refresh the infant entrance after a new boundary fence is built.



Parrot Street Book Club



- Each month they use their expertise to select three books for each class, both replenishing the class library and also promoting a love of reading through the excitement of receiving books.
- Existing relationship with the School
- Kids thoroughly enjoy the service

Budget request	Approx £2,535
Timescale	February 2026
Owner	Andrew Burkinshaw
Sponsor	Jason Fernandes



- **Parrot Street Book Club:** The School requested the subscription to Parrot Street be renewed when due in February.



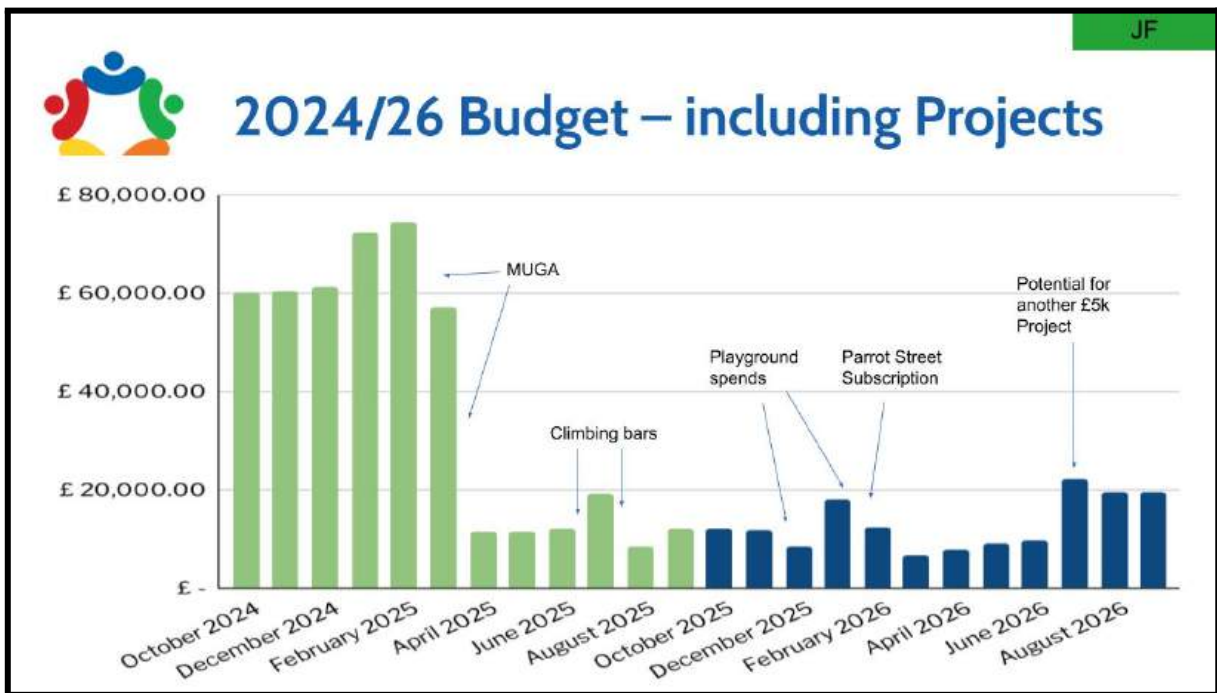
Support of Curriculum & Competition prizes

- Fun spends that are promoted as coming from the PTA
- encourage and nurture:
 - a. Competition prizes
 - b. Support Curriculum events
 - c. Arts day, science week, poetry

Budget request	£500
Timescale	Across the year
Owner	Lucas Roberts
Sponsor	Jason Fernandes



- **Support of Curriculum & Competition Prizes:** A budget of £500 was requested for competition prizes and to support curriculum events like Arts Day, Science Week, and Poetry. Lucas Roberts is the owner, and Jason Fernandes is the sponsor.




A budget chart was displayed showing the spend last year, the forecast of income and expenditure for the coming year including the School's requested spends. This forecast shows we may have the potential for another project late in the year.

All the spending requests were approved by those in attendance.



5. New Committee Elections and Roles



See separate handout on information regarding these roles!

KHP

JF

Key committee roles needed:

- Additional Co-chair
- Secretary
- Deputy Treasurer
- AI Lead


Support roles needed:

- Assets Manager
- Local Relations Manager
- Playground Development (both sites)
- Additional Raffle prize co-administrator
- AV Technician
- Craft Fair Lead
- Events Photographer

Leaders needed on festive fair stalls for Christmas Fair, Easter Egg Hunt and Summer Fair

- Tombola Lead (both fairs)
- Bar mini-team

- Sports Field Unstoppable Team



The Pictured key committee roles were described as being are needed:

A full list of the roles were listed in a handout.

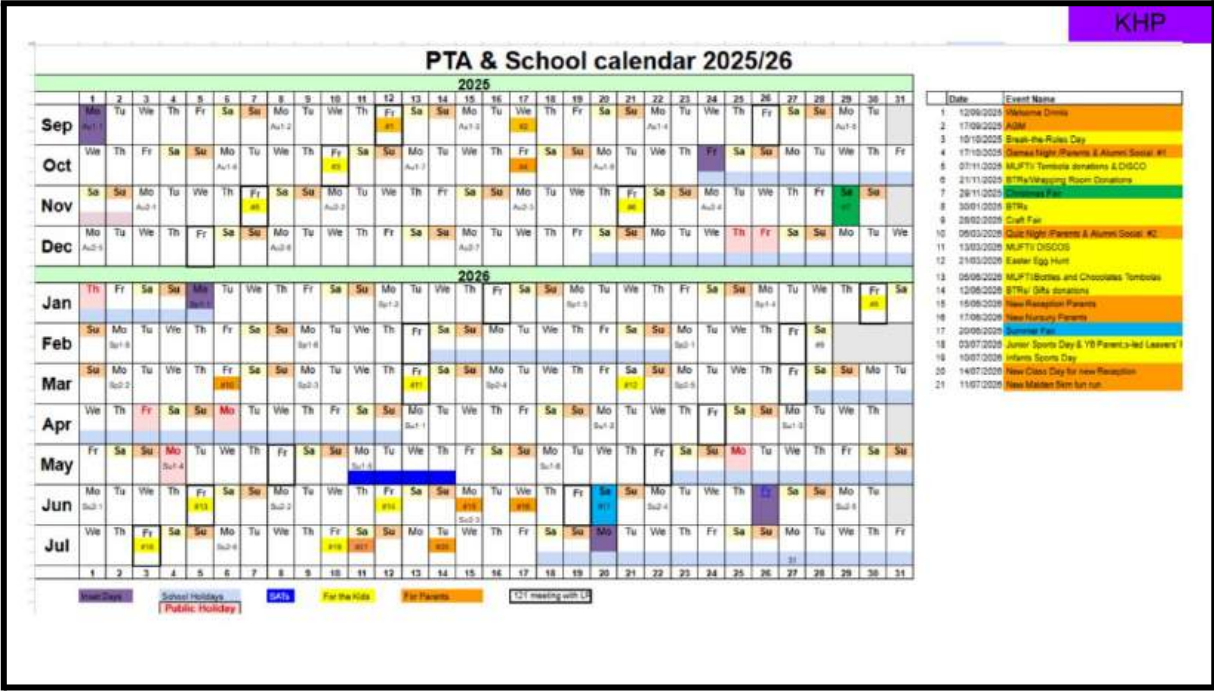
JF and KHP Elected as Co Chairs.

QL voted as Treasurer

BB voted as Social Media Lead.

No other appointments

6. Upcoming Events and Any Other Business



A detailed PTA & School calendar for 2025/26 was presented, highlighting dates for events such as the Welcome Drinks, various discos, the Christmas Fair, and the Summer Fair. The floor was then opened for any other business.