



TWPS P&C

THORNLEIGH WEST PUBLIC SCHOOL Parents' & Citizens' Association

General Meeting Minutes Tuesday: 8th June 2021

Meeting Held: School Library

	Chairperson P&C President, Meera Seemampillai, calls the meeting to order at 7:33pm
1. Apologies	Cathy Carlton, Fiona Collison, Vanessa Erickson, Musette Healey, John Hogan, Claudine Kimber, Brooke Roser, Mel Winthorpe.
2. Attendees	Katie Bennett, Kylie Booth, Hannah Buckley-Duong, Gary Capell, Greg Chard, Amelia Clementson, Emma Fenton, Deb Flanagan, Nicci Fishwick, Julie Granville, Mel Hogan, Nicole Jones, Amanda Long, Connor McAllister, Veryan McAllister, Toni Mitchell, Jarrod Myers, Therese Neville, Carolyn Roberts, Janine Sherlock, Paul Sherlock, Belinda Tasker, Meera Seemampillai, Holly Versace. Observing: Sarah Allen, Nicole Dowd, Margaret Gordon.
3. Opening	Chairperson P&C President Meera Seemampillai
4. Acceptance of previous minutes	Motion: To accept the Minutes of the May, 2021 General Meeting with the following amendments: <ol style="list-style-type: none"> 1) That existing P&C funds be spent on presented Wish List items as listed: Interactive Televisions (\$8,000.00), Books to support the school's Home Reading Program (\$5,000.00), Materials to create an artwork for display within the school in celebration of the TWPS 60th Anniversary (\$2,500.00), a removable shade structure to cover the artificial grass outside the TWPS Library (\$5,000.00), equipment to facilitate the Fungineers Program (\$1,000.00), costs associated with Year 6 Farewell Event (\$500.00), costs associated with Wakakirri (\$500.00), 26 Classroom Resource Packs (\$3,900.00), Classroom Libraries (\$5,000.00), plants, water tanks, and maintenance for the school's Garden Program (\$1,000.00), Design and creation of a new mural (\$2,500.00);

	<p>2) That it be noted under General Business that Shirley (Xuan) Lou advised the TWPS P&C Membership of her intention to resign as TWPS P&C Treasurer, with immediate effect, she read a letter of resignation to the Membership (copy of same available to the Membership on request).</p> <p>Raised: Veryan McAllister; Seconded: Emma Fenton. Carried.</p>
5. Business Arising from Previous Minutes	<ul style="list-style-type: none"> - Volunteer interest – email contacts about areas parents/caregivers can be involved in TWPS P&C activities have been circulated via class parents
6. Correspondence	<ul style="list-style-type: none"> - Cathy Carlton resignation 6th May, 2021. - Zebra Crossing Markings – The council has confirmed to TWPS Principal, Chantal Mamo, that the raised threshold will be painted with ‘zebra’ markings and zig zag lines will be put on the road approaching the crossing. - TWOOSH have confirmed they are a collection point for bread tags; Aussie Tags for Wheelchairs is still operating. - Thankyou email from ReachOut regarding donation from 2020 fairy bread fundraiser. - Colour Run – New date is Tuesday, August 24 (Term 3, Week 7)
7. Principals Report Julie Granville (Relieving)	Appendix 1 – Full Report
8. Subcommittee Reports	
President’s Report Meera Seemampillai	<p>Appendix 2 – Full Report Motion: To accept the Report. Raised: Katie Bennett; Seconded: Greg Chard; Carried.</p>
Treasurer’s Report Greg Chard	<p>Appendix 3 - Full Report</p> <ul style="list-style-type: none"> - Greg ran through a slide show presentation of his report, including updated information, and highlighted several issues including the need to ensure the P&C complies with relevant employment laws - There was discussion about the disclosure of wages for TWPS P&C employees; Greg notes that the P&C has an obligation to monitor its expenditure and for Members to understand how much it costs to fund the Uniform Shop, Canteen, and Band; but notes that he has not listed individual staff members wages but grouped them as one amount per cost centre (for example, wages and salaries expenses). - Janine Sherlock raises privacy concerns about disclosure of wages. - Emma Fenton notes charities disclose staff salaries. - Paul Sherlock suggests if there are three or fewer employees per cost centre the details should be suppressed, but with the detail available on request; Mel Hogan suggests listing employment expenses (salaries, superannuation, insurances) as one line item per cost centre. <p>Motion: To have employment expenses listed as one line item per cost centre when presented to the TWPS P&C Membership in the Treasurer’s Report. Raised: Mel Hogan; Seconded: Amanda Long; Carried.</p> <p>Motion: To accept the June, 2021 Treasurer’s Report based on the latest amendments/updated information provided by TWPS P&C Assistant Treasurer, Greg Chard, and presented at the meeting. Raised: Veryan McAllister; Seconded: Emma Fenton; Carried.</p>
Uniform Shop Report Janine Sherlock	Appendix 4 – Full Report

	<ul style="list-style-type: none"> - Business arising from the last meeting: Janine provided an update on Merchant Services issues and proposes to move ahead with a trial of Qkr! as an alternative platform to Flexischools <p>Motion: That the QkR Platform is trialed in the TWPS P&C Uniform Shop in Term 3, 2021. Raised: Veryan McAllister; Seconded: Emma Fenton; Carried.</p> <p>Motion: That \$400.00 of existing P&C funds be spent on the trial of the QkR Platform in the TWPS P&C Uniform Shop. Raised: Mel Hogan; Seconded: Veryan McAllister; Carried.</p> <p>Motion: To accept the Report. Raised: Emma Fenton; Seconded: Amelia Clementson; Carried.</p>
Canteen Report Jane Barnwell	<p>Appendix 5 – Full Report</p> <ul style="list-style-type: none"> - Suggestion from Jarod Myers regarding the possibility of opening the canteen on additional days; a brief discussion was had surrounding whether people would use it or not, plus the cost of staff wages; Emma Fenton suggests putting a note in the school newsletter and asking people if they would use it; possible item for discussion at next meeting - Greg Chard also suggests checking if volunteers in the canteen are covered by workers' compensation; Julie Granville to check. <p>Motion: To accept the Report. Raised: Toni Mitchell; Seconded: Deb Flanagan; Carried.</p>
MDFDGG Report Therese Neville	<p>Appendix 6 - Full Report</p> <ul style="list-style-type: none"> - Therese notes that a stock take is needed but same has been delayed due to repairs to the school hall roof and covid restrictions. It is hoped that stock bought for Mothers' Day 2020 and still stored in the hall will be okay for use in 2022 <p>Motion: To accept the Report. Raised: Deb Flanagan; Seconded: Mel Hogan; Carried.</p>
Band Report Aimi Forsyth	<p>Appendix 7 - Full Report</p> <ul style="list-style-type: none"> - Meera reported that she had a Zoom meeting with Aimi Forsyth and Claudine Kimber regarding finances for the band and she is comfortable with where they stand and what they have in store for the year ahead. <p>Motion: To accept the Report. Raised: Veryan McAllister; Seconded: Therese Neville; Carried.</p>
Green Thumbs Report Mel Winthorpe	<p>Appendix 8 – Full Report</p> <p>Motion: To accept the Report. Raised: Emma Fenton; Seconded: Deb Flanagan; Carried.</p>
Fundraising Report Brooke Roser	<p>Appendix 9 - Full Report</p> <p>Motion: To accept the Report. Raised: Greg Chard; Seconded: Veryan McAllister; Carried.</p>
9. Agenda Items	<p>1. Nomination and voting for Vice President (second VP)</p> <ul style="list-style-type: none"> - Greg Chard nominates Jarod Myers; he accepts; seconded by Emma Fenton. Jarrod Myers elected unopposed. <p>2. Nomination and voting for Treasurer</p> <ul style="list-style-type: none"> - Emma Fenton nominates Greg Chard; he accepts, seconded by Toni Mitchell. Greg

	<p>Chard elected unopposed.</p> <p>- TWPS P&C Executive Committee to discuss Assistant Treasurer role and report back to TWPS P&C Membership at next TWPS P&C General Meeting.</p> <p>3. Nomination and voting for Secretary</p> <p>- Greg Chard nominates Paul Sherlock; Paul declines.</p> <p>- Deb Flanagan nominates Melannie Hogan, she accepts; seconded Nicci Fishwick. Melannie Hogan elected unopposed.</p> <p>4. Nomination and voting for General Executive Committee Member positions x 2</p> <ul style="list-style-type: none"> - Carolyn Roberts nominates for one position; seconded by Nicole Jones. Carolyn Roberts elected unopposed. - Mel Hogan nominates Therese Neville for one position, she accepts, seconded by Janine Sherlock. Therese Neville elected unopposed. <p>5. Confidentiality Agreement for TWPS P&C Office Bearers:</p> <ul style="list-style-type: none"> - Meera Seemampillai suggested this item be carried over and discussed at the July, 2021 General Meeting to enable further advice to be sought. <p>6. Procurement Policy – Greg Chard</p> <ul style="list-style-type: none"> - Mel Hogan suggested this item be carried over and discussed at the July, 2021 General Meeting to enable further advice to be sought. <p>7. New Colour Run Date</p> <ul style="list-style-type: none"> - Meera Seemampillai confirmed that, following discussions with the school, the new date will be 24th August, 2021; the date was changed to allow more time for fund-raising and to generate excitement about the event.
10. General Business	<p>1. School Communication:</p> <ul style="list-style-type: none"> - Emma Fenton grateful to be receiving more email communication from the school but if you have more than one child you receive the same information twice. Is there a way to avoid this?; - Therese Neville commented that sometimes class parents don't always share information given to them to distribute; - Julie Granville suggested that as a way around this problem the school could look at just emailing the eldest child in each family; she will try and think of a way to streamline process.
11.Closing	Meeting closed at 9:40pm.
12.Next Meeting	Tuesday 27 th July, 2021 at 7:30pm.



P&C Principals' Report Term 2 Week 8 2021

Item	Details
Acknowledgement of Country	I would like to acknowledge the Guringai People who are the traditional custodians of this land on which we meet tonight. I'd also like to extend that acknowledgement any Aboriginal people present here today.
Staffing	Updates: Mrs Mamo – Director Educational Leadership Myself as Principal Nicole Dowd as Deputy Principal Lily Waldron as Assistant Principal
Wishlist follow up	Mrs Carrol on to selecting and purchasing texts – home readers and stage quality texts Mural – contact to have art work commissioned.
Athletics Carnival Yr 2-6 and Banksia	Despite the weather looking promising early in the morning at Ern Holmes Oval and despite the keen enthusiasm from students and teachers alike the weather was not on our side on the day. Students completed the 100m races and got started on the 200m and field events. The catch-up Carnival 24 June will commence from school with an 11.00am departure for all Yr 2- 6 students. A permission note will be sent through EdSmart this week. It is hoped the dance group who have a commitment in the morning will be able to return directly to the oval to participate in the full days events. Students will return to school from 2.00pm
NAPLAN	Mrs Davis, Mr Cottrell, Ms Bourne and their teams. Online with Yr 3 writing on paper. Some technological challenges. Team worked through problem solving these as they arose.
Kindergarten Workshop	Walker Play model shared – open evening and morning session. School tour, classroom visit, hall session with all Kindergarten teachers.

Sport -	<p>Congratulations</p> <p>Lachlan B – Sydney North came first in the state last week as they won the NSW PSSA basketball State Cup!!</p> <p>Lachlan represented TWPS at the NSW PSSA basketball State Cup played at Terrigal. Lachlan was selected for the Sydney North team who played & won all 8 games, including the grand final, over the 3 day competition.</p>
Hosted Principal Network	<p>Hornsby Network – made up of 22 Principals, sharing best practice, new school plans and collaborating across schools to implement new policy. Student shared acknowledgement of Country.</p>
Thanks – Mother's Day candles	<p>Such a great idea and lovely gift. Thank you to volunteers for organisation and distributing the items.</p>
Roofing	<p>Last 3 weeks have seen Wattle (Kindergarten block), Administration block and our school Hall receive new roofing.</p> <p>Built to last and hopefully less leaks! I expect hall will take full 2 weeks.</p>
Band Camp	<p>Thank you so much for incredible team for planning, coordinating and supporting this event.</p> <p>Wonderful concert – all band at PH Scout hall.</p> <p>Thank you to Yvonne C for vigilance in meeting dietary needs.</p>
Three-way Interviews	<p>Trial classes: 2W, 3C, KS, 6A</p> <p>A model we are building and keen to grow I the school. Increased student participation and ownership of learning. A group selected from each class across each stage this semester. Will ask for parent feedback following this round of interviews</p>
Environmentors	<p>Enviromentors – All class – session on composting</p> <p>Hornsby Council</p> <p>Fantastic to be recognised and used as a lighthouse school for our work in the Environment and sustainability space.</p>

RAP	<p>Parents/carers and wider community representatives – As a school we are passionate and committed to implementing our Reconciliation Action Plan. We have a team of teachers in the working party. Please let me know if interested in joining our team.</p> <p>https://www.narragunnawali.org.au/raps/what-is-a-rap</p>
AoM	<p>Based on Public Education values: as below</p> <p>One award termly – Principal's reward</p>
Awards	<p>End of Year – Open criteria. Ranges from academic excellence, citizenship, consistent effort, excellence in a KLA, critical and creative thinking...</p> <p>Teacher / grade to determine awards. Previous model of indicating certain awards and numbers teachers felt limiting the opportunity to recognise diverse skills, attributes and successes across the school.</p>
Parent Helpers	<p>Contacts have been shared. Teachers will be in contact as below:</p> <p>ES1 will be afternoon support</p> <p>S1 Looking at maths group time teachers will share this information</p> <p>S2 PSSA sport</p> <p>S3 PSSA sport & Year 6 events</p> <p>Other opportunities: Excursions, SRE/SEE, Carnivals, garden, general clean up, class parent, P & C representative, fundraisers.</p>
Inclusive Schools Project	<p>culture. This term we have been selected as one of nine schools in the State to participate in the Inclusive Schools Project.</p> <p>The research project is looking at the design and physical environment of schools and how they can better support learning and wellbeing outcomes for students with disability. This is a pilot research project as part of the Department's Disability Strategy.</p> <p>These include surveys, focus groups, and interviews with teachers and parents, plus an observational tool to record specific features of the school.</p> <p>A focus group of parents and carers of students with disability have been communicated with already however more participants are welcome to contribute. If you're interested in being a part of this research and contribute through a focus group please get in touch with me.</p>

Safety Alert	<p>Knives in schools.</p> <p>Email was sent mid term. See below.</p> <p>Temporary ban on students, visitors carrying any form of knife, including those for religious purposes.</p>
Reports	<p>Growth and Next steps in all KLAs.</p> <p>Effort scale with 3 as 'Satisfactory'</p> <p>This is expected effort, doing well. There is no quota on effort marks.</p>
Colour Run	<p>Term 3 – Planning already underway. Thank you to fundraising team. New Date of week 7 – 24 August.</p>
Online learning	<p>Preparedness for COVID in schools.</p> <p>We have been reminded to ensure we are prepared to implement home learning. This week we will send home communication via EdSmart re: what ICT families would use</p> <p>K-2 iPads</p> <p>3-6 - laptops</p>
Fence	<p>2 points: Student Safety and security</p> <p>Wonderful that we have an inclusive school.</p> <p>NCCD data shows disability is on the rise. 116 students with learning adjustments 2020 at TWPS.</p> <p>Student safety – to share students across mainstream and Banksia do have safety / absconding at times.</p> <p>Emergency Plan – updated although all access points still in operation for an evacuation drill. All teachers have a key and full access to exit school grounds.</p> <p>Casual staff aware of procedures on sign in.</p> <p>Long term plan put in our fence.</p> <p>We welcome all parent on site and hope the fence can achieve improvement in (above) while still maintaining the wonderful sense of community we value.</p>
End of T2 events	<p>Drama performances – always a highlight of our calendar. In the adventure playground. COVID safe practices.</p> <p>Pizza and Crazy hair day – muffin day, week 10</p>

	YEAR 6 Vs Teachers – such fun thanks for NRL umpire
Dates:	Term 4 Grandparents Day TBA

Aussie of the Month



The “Aussie of the Month” displays one or more of these core values:

Integrity: being honest and trustworthy

Excellence: striving for the highest personal achievements

Respect: having regard for yourself and others

Responsibility: making good choices in your actions

Cooperation: working together and supporting others

Participation: being a productive individual and group member

Care: having concern for yourself and others

Fairness: supporting honesty and justice without prejudice

Democracy: accepting and promoting rights, freedoms and responsibilities



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19 May 2021

BAN ON STUDENTS, STAFF AND VISITORS BRINGING KNIVES TO SCHOOLS

Dear Parents and Carers,

The Department of Education has a paramount duty to ensure the safety and well-being of students and staff in attendance at its schools.

This is a duty that the Department and I as Principal of Thornleigh West Public School take very seriously. You have a right to expect, when sending your children to school, that they will be safe. We also have legal obligations under the Work Health and Safety Act 2011 to eliminate or minimise risks to health and safety (so far as is reasonably practicable).

The Department already has a strict policy specifying no weapons being allowed at school. To date there has been a legal exemption for knives carried for religious purposes (including a kirpan carried by some Sikh students).

Following a recent incident, the Department has now implemented a temporary ban on students, staff and visitors carrying any form of knife into government schools (including those carried for religious purposes). This temporary ban is to ensure the safety and wellbeing of students and staff at all of our schools.

The Department is currently working with a range of community stakeholders including religious organisations to develop a new policy to enable students, where appropriate, to continue to express their faith, while still maintaining safety within the school context.

From Wednesday 19 May 2021, and until further notice, no students may carry a knife while at school, even those worn for genuine religious reasons. We request that parents and carers talk with their children to make sure they understand this change. Knives carried for religious purposes, including kirpans, will need to be kept at home for the foreseeable future. We recognise this is a sensitive issue for many within the community and wish to assure you that the Department will be working urgently to find a solution which respects every student's faith alongside the safety of everyone in our school.

We ask all parents to support the school with these changes, parent information on knives in schools can be found on the No knives at school – parent factsheet. Parents may also find the information on the No knives at school – student factsheet useful in their discussions with their children. If you have any question in regards to this information please ring the school on 9484 4242 to make a time to discuss.

Yours sincerely,

Julie Granville
(R) Principal

Appendix 2 - President's Report - 8 June 2021

Life at TWPS is currently abuzz with excitement! We have Krispy Kreme doughnuts fundraiser, Pizza Boys with Crazy Hair/ Crazy Socks on June 21st, Band camp, Waka rehearsals, Garden Club well received by our students, Matt Kean's visit for the grant etc So many activities and experiences running for our students – how lucky are we at TWPS!

Recently we celebrated National Volunteers Week and it was very apparent how much we need, value and want volunteers to be involved as much as possible in our school community. It's been so pleasing to meet, learn, and hear of more parents and carers coming out and sharing their willingness to get involved in the school.

Moving on to THE big news for 2021 - the Colour Run! After discussions with Julie, Nicole and Margaret, I'm pleased - and relieved -to announce a new date of Tuesday 24 August which pushes it to week 7 of term 3. The event was originally scheduled for week 2 term 3, but that didn't give us much time to generate some excitement for all the studentsnor time to build momentum we need to give us the best chance of hitting our 2021 fundraising target of \$30,000.

I'd love to see us exceed this target so we can support our school with more resources and opportunities for our students. This year we'll be doing a class versus class challenge - what better way to hedge teacher versus teacher and encourage teamwork as a class! Brooke has been working tirelessly to get the Colour Run gang together and consider new ideas to make this a fantastic experience! A huge thankyou to Brooke (and her family) for her dedication to the fundraising role and for staying on top of the daily reports for Krispy Kreme orders, Pizza Boys orders and Flexischool admin as well.

I want to acknowledge the incredible amount of time, energy, and effort Greg Chard has been putting in to gain a solid understanding of the treasury function and insight into how we can improve current processes. A big thank you to his family who have seen Greg put in some long hours to ensure we are compliant across the treasury role.

I'd also like to give my thanks to Mel Winthorpe for rallying the troops to plant and prep the Green Thumbs garden beds. They're looking beautiful and ready for Hornsby Council to start filming our efforts in sustainability so they can be shared with other local schools.

I am pleased to hear that our amazing Band team ran a brilliant 2 day band camp for our students. A mammoth effort from all involved especially behind the scenes but

certainly not ignored. Thank you to Aimi Forsyth for rallying a hands-on team to provide this experience for the band kids.

It takes a dedicated team of people willing to help provide opportunities for our TWPS students. We're so lucky to be in a corner of Sydney filled with so many skilled folk who come from all backgrounds and experiences. I'm so pleased we have a committee filled with mums, dads, parents of young kids, parents of older kids, workers, stay-at-home-parents and everything in between. Everyone has something of value to offer and it would be foolish not to embrace it all.

My mantra for our P&C is "many hands make light work". If we all give what we can we can do spectacular things for our school community! The class parents recently sent out an email trying to encourage people to volunteer in any way they can at school. Hopefully that will help inspire more parents and carers to make contact and get involved. The bigger the pool of volunteers the more ways we can improve/ nullify our kids 'street cred!

"Start where you are. Use what you have. Do what you can" – Arthur Ashe

Profit and Loss
Thornleigh West Public School Parents & Citizens Association
All Accounts
1 December 2020 to 31 May 2021

Band Account	Canteen Account	Green Thumb Account	Main Account	MDFDGG Account	Uniform Shop Account	Total	Comments
Income							
Income - Band Camp Fees	\$16,720.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$16,720.00
Income - Band Fees	\$16,158.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$16,158.00
Income - Band Fundraising	\$86.25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$86.25
Income - Canteen	\$0.00	\$52,551.30	\$0.00	\$0.00	\$0.00	\$0.00	\$52,551.30
Income - Donation	\$0.00	\$0.00	\$0.00	\$1,150.00	\$0.00	\$0.00	\$1,150.00 Auditor donation
Income - Fundraising	\$0.00	\$0.00	\$0.00	\$18,109.20	\$0.00	\$0.00	\$18,109.20 See Fundraising tab
Income - Return & Earn	\$0.00	\$0.00	\$0.00	\$38.10	\$0.00	\$0.00	\$38.10
Income - Subscriptions	\$0.00	\$0.00	\$0.00	\$60.00	\$0.00	\$0.00	\$60.00
Income - Uniform Sales	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$60,732.95	\$60,732.95
Income Band - Creative Kids	-\$89.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$89.00
Income Band : Instrument Hire fee	\$13,005.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$13,005.00
Total Income	\$45,880.25	\$52,551.30	\$0.00	\$19,357.30	\$0.00	\$60,732.95	\$178,521.80
Less Cost of Sales							
Canteen supplier payments	\$0.00	\$27,945.27	\$0.00	\$0.00	\$0.00	\$0.00	\$27,945.27
Closing Inventory - MDFD	\$0.00	\$0.00	\$0.00	\$0.00	-\$5,230.25	\$0.00	-\$5,230.25 Per stocktake
Closing Inventory - Uniform Shop	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$57,460.00	-\$57,460.00 Per inventory system
Opening Inventory - Uniform Shop	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$57,714.30	\$57,714.30 Per balance sheet opening
Uniform supplier payments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$34,283.76	\$34,283.76
Total Cost of Sales	\$0.00	\$27,945.27	\$0.00	\$0.00	-\$5,230.25	\$34,538.06	\$57,253.08
Gross Profit	\$45,880.25	\$24,606.03	\$0.00	\$19,357.30	\$5,230.25	\$26,194.89	\$121,268.72
Plus Other Income							
Government Grant	\$0.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00 Community grant - Hall Stove
Interest Income	\$0.00	\$0.00	\$0.00	\$158.92	\$0.00	\$0.00	\$158.92
Jobkeeper Subsidy	\$0.00	\$3,900.00	\$0.00	\$0.00	\$0.00	\$3,900.00	\$7,800.00
Total Other Income	\$0.00	\$3,900.00	\$0.00	\$5,158.92	\$0.00	\$3,900.00	\$12,958.92
Less Operating Expenses							
Accounting	\$0.00	\$0.00	\$0.00	\$3,652.00	\$0.00	\$0.00	\$3,652.00 Audit and Xero fees
Band Camp Expenses	\$8,001.99	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,001.99
Band Certificates & Trophies	\$195.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$195.00
Band Conductor Costs	\$7,640.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7,640.50
Band Conductor Super	\$1,418.78	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,418.78
Band Conductor Workshop & Performances	\$224.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$224.00
Band Instrument - Accessories Expense	\$50.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50.00
Band Instrument costs - Repairs	\$1,785.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,785.00
Band Insurance Expense	\$1,214.52	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,214.52
Band Music: Books & Folders - Expense	\$913.40	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$913.40
Band Other Expense	\$90.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$90.00
Band Performance Entry Fees	\$223.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$223.00
Band Tutors Workshop	\$240.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$240.00
Bank Fees	\$0.00	\$0.00	\$0.00	\$108.15	\$0.00	\$369.66	\$477.81
Consultant Fee	\$0.00	\$0.00	\$0.00	\$929.61	\$0.00	\$0.00	\$929.61 Employure
Depreciation	\$6,964.63	\$410.27	\$0.00	\$0.00	\$0.00	\$252.17	\$7,627.07
Flexischools Commission	\$0.00	\$1,441.43	\$0.00	\$433.40	\$0.00	\$1,156.14	\$3,030.97
Freight & Courier	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8.00	\$8.00
Fundraising Expenses	\$0.00	\$0.00	\$0.00	\$5,203.54	\$0.00	\$0.00	\$5,203.54 See tab Fundraising

GreenThumbs Expense	\$0.00	\$0.00	\$91.43	\$0.00	\$0.00	\$0.00	\$91.43	
Insurance Expense	\$0.00	\$0.00	\$0.00	\$612.48	\$0.00	\$0.00	\$612.48	
Office Expenses	\$0.00	\$82.97	\$0.00	\$0.00	\$0.00	\$839.84	\$922.81	
P&C Donations	\$0.00	\$0.00	\$0.00	\$1,832.00	\$0.00	\$0.00	\$1,832.00	Donation Reach Out Australia
Pest Control Expense	\$0.00	\$165.00	\$0.00	\$0.00	\$0.00	\$0.00	\$165.00	
Repairs and Maintenance Expense	\$0.00	\$180.00	\$0.00	\$0.00	\$0.00	\$0.00	\$180.00	
Subscriptions	\$0.00	\$0.00	\$0.00	\$132.33	\$0.00	\$372.44	\$504.77	
Telephone & Internet	\$0.00	\$239.94	\$0.00	\$0.00	\$0.00	\$132.50	\$372.44	
Wages and Oncosts	\$0.00	\$16,948.55	\$0.00	\$0.00	\$0.00	\$14,504.76	\$31,453.31	
Total Operating Expenses	\$28,960.82	\$19,468.16	\$91.43	\$12,903.51	\$0.00	\$17,635.51	\$79,059.43	
Net Profit	\$16,919.43	\$9,037.87	-\$91.43	\$11,612.71	\$5,230.25	\$12,459.38	\$55,168.21	

Balance Sheet

Thornleigh West Public School Parents & Citizens
As at 31 May 2021

Account	31 May 2021	Comments
Assets		
Bank		
Band Account	67,702.63	Per bank balance
Canteen Account	56,489.69	See tab bank reconciliations
Green Thumb Account	4,037.53	Per bank balance
Infants School Club Account	3,405.95	Per bank balance
Main Account	45,616.97	See tab bank reconciliations
Term Deposit	51,165.95	Per bank balance
Uniform Shop Account	30,311.46	Per bank balance
Total Bank	258,730.18	
Current Assets		
Accounts Receivable	1,559.00	Per aged receivables register
Inventory - Uniform Shop	57,460.00	Per inventory system
Inventory - MDFD Shop	5,230.25	Stocktake
Prepayments	2,685.39	Insurance and event costs
Uniform Shop Clearing	(1,942.50)	Uniform Fund
Total Current Assets	64,992.14	
Fixed Assets		
Band Instruments	125,083.14	
Canteen Equipment	7,286.60	Fixed asset register - Includes purchase of fridge
Less Accumulated Depreciation on Band Instruments	(23,642.79)	Fixed asset register
Less Accumulated Depreciation on Canteen Equipment	(1,623.72)	Fixed asset register
Less Accumulated Depreciation on Office Equipment	(1,560.16)	Fixed asset register
Office Equipment	1,307.99	Fixed asset register
Total Fixed Assets	106,851.06	
Total Assets	430,573.38	
Liabilities		
Current Liabilities		
Accounts Payable	11,036.47	Per aged payables register
PAYG Withholdings Payable	374.00	
Superannuation Payable	703.93	
Wages Payable - Payroll	19.96	
Total Current Liabilities	12,134.36	
Non-current Liabilities		
Unearned Income	3,750.00	Colour Run Sponsorships
Total Non-current Liabilities	3,750.00	
Total Liabilities	15,884.36	
Net Assets	414,689.02	

Bank Reconciliation Summary

Main Account

Thornleigh West Public School Parents & Citizens Association

As at 31 May 2021

Date	Description	Reference	Amount
<u>31/05/2021</u>	<u>Balance in Xero</u>		<u>\$45,616.97</u>
Less Outstanding Receipts			
25/05/2021	Bank Transfer from Pancake Fundraisii		\$936.85
Total Outstanding Receipts			\$936.85
<u>31/05/2021</u>	<u>Statement Balance</u>		<u>\$44,680.12</u>

Bank Reconciliation Summary

Canteen Account

Thornleigh West Public School Parents & Citizens Association

As at 31 May 2021

Date	Description	Reference	Amount
<u>31/05/2021</u>	<u>Balance in Xero</u>		<u>\$56,489.69</u>
Plus Outstanding Payments			
25/05/2021	Bank Transfer to M Pancake Fundraisii		\$936.85
Total Outstanding Payments			\$936.85
<u>31/05/2021</u>	<u>Statement Balance</u>		<u>\$57,426.54</u>

Profit and Loss
Thornleigh West Public School Parents & Citizens Association
All Fundraising Activities
1 December 2020 to 31 May 2021

	Easter Raffle	Fairy Bread	Gingerbread Houses	Krispy Kreme	Mother's Day Candles	Pancake Day	Return and Earn	Year 6 Farewell	Total
Income									
Income - Band Camp Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Income - Band Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Income - Band Fundraising	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Income - Canteen	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Income - Donation	\$0.00	\$0.00	\$0.00	\$20.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20.00
Income - Fundraising	\$3,172.20	\$0.00	\$5,960.00	\$0.00	\$6,240.00	\$2,737.00	\$0.00	\$0.00	\$18,109.20
Income - Return & Earn	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38.10	\$0.00	\$38.10
Income - Subscriptions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Income - Uniform Sales	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Income Band - Creative Kids	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Income Band : Instrument Hire fe	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Income	\$3,172.20	\$0.00	\$5,960.00	\$20.00	\$6,240.00	\$2,737.00	\$38.10	\$0.00	\$18,167.30
Less Cost of Sales									
Canteen supplier payments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Closing Inventory - Uniform Sho	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Opening Inventory - Uniform Shc	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Uniform supplier payments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Cost of Sales	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Gross Profit	\$3,172.20	\$0.00	\$5,960.00	\$20.00	\$6,240.00	\$2,737.00	\$38.10	\$0.00	\$18,167.30
Plus Other Income									
Government Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Interest Income	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Jobkeeper Subsidy	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Other Income	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Less Operating Expenses									
Accounting	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Band Camp Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Band Certificates & Trophies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Band Conductor Costs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Band Conductor Super	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Band Conductor Workshop & Pe	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Band Instrument - Accessories E	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Band Instrument costs - Repairs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Band Insurance Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Band Music: Books & Folders - E	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Band Other Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Band Performance Entry Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Band Tutors Workshop	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Bank Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fee	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Depreciation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Flexischools Commission	\$0.00	\$0.00	\$178.80	\$0.60	\$187.20	\$63.15	\$0.00	\$0.00	\$429.75
Freight & Courier	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Fundraising Expenses	\$56.87	-\$118.33	\$0.00	\$0.00	\$4,160.00	\$1,105.00	\$0.00	\$0.00	\$5,203.54
General Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$400.00	\$400.00
GreenThumbs Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Insurance Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Office Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
P&C Donations	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Pest Control Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Repairs and Maintenance Expen	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subscriptions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Telephone & Internet	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Wages and Oncosts	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Operating Expenses	\$56.87	-\$118.33	\$178.80	\$0.60	\$4,347.20	\$1,168.15	\$0.00	\$400.00	\$6,033.29
Net Profit	\$3,115.33	\$118.33	\$5,781.20	\$19.40	\$1,892.80	\$1,568.85	\$38.10	-\$400.00	\$12,134.01

Appendix 4 - Uniform Shop Report – 8 June 2021

The initial rush of Term 2 is over and both online orders and foot traffic is slowing down. I will be once again only opening the shop 2 times per week during term 3 and Flexischools orders will continue to be delivered on Wednesdays.

Merchant Services

The EFTPOS machine continues to be temperamental. I have contacted merchant services regarding the best way forward and alternative plans, they have suggested that we wait until merchant owners are updated before proceeding, I have a contact I am working with to do this and will be sending through all the information required and the approved minutes from last meeting as soon as practical.

Stock Supplies

Stock supplies are good currently. A new polo order is underway, with a current delivery date at the end of August.

Indent orders are now all confirmed with deliveries to occur in Term 4 and Term 1.

POS

I have been using the new version of the POS for the last 2-3 weeks and it seems to be working well

Flexischools Alternative

I have reached out to a contact at West Pennant Hills to discuss the backend process for Qkr! I will provide further information when available.

I have also been looking at the eCommerce capability that comes with our current POS which uses Stripe for transactions. I have some questions to the developers regarding checkout customisations that would need to be implemented if we were to consider this option. The transaction fees from Stripe also appear to be higher than ongoing fees from Qkr!.

Hats

Just a note that the style of the hat is not changing. Some parents have noticed a gold and royal hat with the TWPS logo. These are not new hats for general sale. These were a special order for the school

Roof works

With the current roof works there may be disruptions to the shop operating times this week. These interruptions will be communicated via Facebook when known

Janine Sherlock - Uniform Shop Manager

Appendix 5 – Canteen Report – 08 June 2021

The replacement fridge arrived and the old fridge was taken away. It is working well.

Due to some pushing from canteen managers around the country (including myself) Flexischools is waiving the turnover fees for the first two weeks of June. This does not change the parent fees charged per order. Flexischools think they have sorted out the bugs in their system. Let's hope they are right.

I have updated the birthday bucket order cut off to be 3 days prior instead of 7 due to many many parents asking me to move the date the bucket would be delivered. I will no longer be moving the date of the order on birthday buckets if parents do not order in time.

Thanks,

Jane – canteen manager

Appendix 6 - MDFDGG – 08 June 2021

Thank you to the group for nominating and appointing me as Convenor to the group. My name is Therese Neville and I have a son in Year 4 and a daughter commencing at Thornleigh West in 2022. A big thank you to Janine Sherlock and Shannon Curran for all their hard work over the last 3 years to keep the group running and for their continued support as I learn my role. Thank you also to Deb Flanagan who has agreed to be the Group Treasurer and Mel Hogan who has agreed to be the Secretary. Janine and I have had a handover on the last week of the convenor role and Deb and Shannon will be completing their handover in the near future.

A meeting was held onsite on 2 June 2021 with the current available group members. The purpose of the meeting was to decide if a Father's Day Stall should be conducted this year pending Covid conditions.

It was agreed that the group would like to hold a stall in the week leading up to Father's Day and the following steps will now be undertaken:

- Now that we are allowed back on site a stocktake will be undertaken in the week commencing 14th June 2021 to determine what stock we have remaining from the Stall held in 2019.
- A poll will be held within the group to determine which day is best for the stall to be held (in consideration with the School and other P and C group activities).
- Once stocktake and stall dates have been confirmed the group will promote the MDFDGG via various means to request new members.

Thank you
Therese Neville on behalf of MDFDGG



Report Title:	<i>Band report May 2021</i>
Date :	<i>31/5/21</i>
Prepared by:	<i>Aimi Forsyth</i>

Band Camp

Band camp was held last week. A huge thankyou needs to go to Yvonne Curren, who, despite having no children in the band program any longer, spent countless hours organising the 2 day camp. We faced a number of hiccups this year. The Scout centre advised us 2 weeks prior to the event that they were unable to run the outdoor activities we had booked, so we had to scramble to bring in external providers with the appropriate risk assessments, public liability etc as well as availability at such short notice. Thankfully, the band students loved the 2 activities we arranged (climbing wall and inflatable ninja obstacle course). Combined with a number of other issues, we will be looking for an alternative venue for next years camp. Separately, the guest conductor advised us on Friday morning he could not attend due to a family emergency. Mr Bell was able to organise for the saxophone tutor, Camilla Bellstedt, to step up into this role (with zero prep time) and she did a fantastic job. Deb Muir assisted by absorbing the saxophone students into her clarinet tutorials. Add in some food safety issues (all resolved) and it was an eventful 2 days. Thankfully, the students were oblivious to all this and enjoyed their time with lots of positive feedback. We received numerous comments from the tutors, teachers and conductors on how well behaved the children were.

Other

SCB have been invited to perform at the PHHS Music evening on 9th June.

We are trying to recruit more members to our committee, thanks to Mrs Granville for her recruitment efforts at band camp's concert.



THORNLEIGH WEST PUBLIC SCHOOL
PARENTS & CITIZENS ASSOCIATION
<http://twpspandc.wordpress.com/>
GIBLETT AVENUE, THORNLEIGH, NSW, 2120
Tel. (02) 9484-4242 Fax. (02) 9481-9471
twpspandc@gmail.com
ABN 56 931 440 493

Appendix 8 - Green Thumbs Sub Committee Report

08 June 2021

Secretary position filled

Amelia Clementson has agreed to be the Green Thumbs Secretary. Thanks Amelia!

Term 2 working bee

In preparation for the Hornsby Council video showcase of sustainability initiatives at TWPS Mrs Barwell asked if the Green Thumbs could help get the school garden areas “camera ready”. We therefore redirected our planned working bee on the 23rd of May to the following activities:

- clearing out “tired” growth from the garden beds in the main garden and school boundary garden
- mulching all the beds in the main garden
- planting out the school boundary beds with native sensory shrubs and ground covers donated by the Hornsby Council community nursery
- planting out the pots and verges of the main garden with drought tolerant natives donated by Hornsby Council community nursery
- mulching the garden paths in the main garden

We were excited to welcome some new TWPS families to our Term 2 working bee, and hope they enjoyed the morning.

Term 2 garden club

Our SignUp roster for Term 2 is full with both experienced and new Green Thumbs members signed up for each Tuesday for the rest of the term.

Recent activities have also been focused on preparing the school garden spaces for the Hornsby Council feature. This includes weeding and general maintenance, as well as repotting many of the plants from the hanging garden that were vandalised during the summer school holidays. Thankyou again to Hornsby Council for the donation of suitable plants for this location.

Seed kits

A winter seed kit will be organised so that the empty beds can be re-established.

Future initiatives

Some projects to discuss with various stakeholders include:

- **Wicking bed relocation**

A proposal to move the high quality recycled wicking beds from the front school boundary area (behind the Kindy block, and now outside the security fence) to a more accessible, sunny location. One potential option is near the demountables on the edge of the oval. This would greatly increase the amount of viable garden area and would mean each class in TWPS can be allocated their own area to plan, plant and nurture.

- **Industrial worm farm**

The Green Thumbs have proposed the donation of one or two industrial worm farms to TWPS. These farms are designed for schools, are easy to use and maintain and can cope with the volumes of food waste produced at schools. This proposal has been floated with Mrs Barwell and will be discussed in more detail with school representatives.

- **Native vegetation planting day**

The group is interested in coordinating a native tree planting day for the Quarter Session Road verge.

Thanks

Mel Winthorpe
Green Thumbs Convener

Appendix 9 – Fundraising Report – 08 June 2021

FUNdraising Report

This past month has seen us concentrate on the Krispy Kreme Drive, the set up of Pizza Boys and seeking sponsors for the Colour Run....

Krispy Kremes:-

- Flexischools went live on Monday 17th May
- To date (as of 30th May), we have had 124 orders = \$2,784 worth of doughnuts
- The mixed dozen is the clear favourite over the original glazed with 76 boxes v 48 boxes
- Our current approx. profit is currently \$900ish
- There has been a \$20 donation made in lieu of buying the Krispy Kremes
- Last date for ordering is Tuesday 8th June
- Will put out a call for volunteers to help with delivery, sorting and distribution

Pizza Boys:-

- Flexischools has gone live and will remain until Friday 4th June
- Actual pizza boys date is Monday 21st June to coincide with Crazy Hair/Sock Day
- So far about 517 slices have been sold with a total order value of \$1,532 (approx. 65 pizzas)
- So far mufti donation is sitting at about \$550ish
- Pizza Boys have been contacted and are looking forward to the day. Will touch base again with final orders about 10 days prior
- We have put out a call for volunteers to help across the morning & lunch distribution (and GF collection etc) and we currently we have 8 vollies keen to lend a hand

Colour Run:-

- We are currently working with Julie to try and get the date of the run changed to later in term 3 – we feel this gives the new committee the best chance of pulling it off successfully.
- We are currently investigating possible online platforms and are looking at making the competition class based for sponsorship
- Sponsorship letters have been sent to our first set of local business. So far we have \$3,750 in donations. Thanks to Vanessa for introducing us to previous supporters
 - Ray White is our platinum sponsor
 - Westleigh Village with gold
 - Josh Saliba with Silver
 - Thornleigh Vet with Bronze
 - We will start to follow up in the next week or two
- We also have a few service providers keen to help out

- Scooda with the shirts / printing. We were trying to find a sponsor to help cover the entire cost of the t-shirts, but yet to secure one
 - Jazzy Photography is keen to be the official photographer for the date
- We put out expression of interest via the FB page to ask for volunteers and got about 10 people who want to help with the event preparation. We had a meeting last week and are keen to start in earnest once the new date is confirmed.