

## CONCORD HIGH SCHOOL P&C ASSOCIATION

### General Meeting Minutes

ABN: 43 317 153 298

Meeting Tuesday 9<sup>th</sup> December at 7pm

Where: Offsite

Website: <https://www.concordhspandc.com.au/>

Facebook: <https://www.facebook.com/groups/concordhighschoolpandc>

	Item	Lead
1	<b>Welcome</b>	
2	Attendance : Amber Hooker, Alison Wallbank, Anna Koskinen, Emma Bayley, Cass Seto, Victor Newby, Alice Leung	
3	<b>Apologies</b> : Amy De Paula, Jacqui Craus	
4	<b>Acceptance of Minutes</b> previous minutes were accepted by Alison Wallbank	
5	<p><b>Correspondence and Communication</b></p> <ul style="list-style-type: none"> <li>Increasing Density – Greens Joanna Somerville talking about bike paths. Alison spoke with her about her plans to ask Canada Bay council to improve bike paths. There is a gap in dedicated bike path through Concord at present. Victor noted the new building will have plenty of bike parking space.</li> <li>Emma made contact with the feeder primary school P&amp;C's to send out the Grand Opening invitation to P&amp;C's and to invite parents to the Term 4 school tour. This was well attended with 65 families. Emma will follow up by sending the official open day invite with QR code (note this is being sent to primary principals as well)</li> </ul>	
6	<p><b>Business arising from previous meeting</b></p> <ul style="list-style-type: none"> <li>Orientation day went well with some new families signing up for P&amp;C newsletter</li> <li>Amy De Paula – refund for expenses from teachers day gifts</li> </ul> <p>Motion: Alison to approve the refund of these expenses. Amber Seconded. All in favour.</p>	
7	<b>President's Report</b>	Alison
8	<b>Principal's Report – including Alice Leung (teachers federation rep) to explain about Lidcombe PS buses.</b> Alice explained that	Victor/Alice

	<p>Lidcombe PS is now in the CHS catchment area after new boundaries were drawn to allow for all students to have access to co-ed public high schools. Children from Lidcombe PS who have the option to enrol in CHS have no direct method of transport. If travelling by public transport they have to get 2 trains and a bus to get to and from school. When it was raised CHS were advised that they already have 9 buses from various areas so would have to wait for a bus to become redundant (e.g. Wentworth Point bus in around 5 yrs time) After investigation 2 local Catholic High Schools have government school buses from the Lidcombe area and have between 13-18 buses servicing those schools. <b>Alice Leung is drafting a letter alongside Lidcombe PS and Lidcombe P&amp;C to the relevant ministers to ask for a dedicated bus route for Lidcombe PS students.</b> So far there are 13 children enrolled for 2026 from this area (with current student enrolments who would also use this route) It will greatly affect future enrolments of students from this area choosing CHS as their co-ed option for public high school.</p> <p><b>Motion raised</b> : For CHS P&amp;C to co-sign a letter to ask for a dedicated school bus service from Lidcombe area to CHS by term 1 2026. <b>All in favour.</b></p>	
9	<b>Treasurer's Report – see below</b>	Anna
10	<p><b>Any Other Business</b></p> <ul style="list-style-type: none"> <li>- Website was broken for a few weeks, now fixed. Thank you to Andrew Beeston for fixing.</li> <li>- Feb 28<sup>th</sup> Grand Opening new building – discussion around food trucks x 3 to be placed on Stanley Street. P&amp;C will have gelato stand, lemonade stall.</li> <li>- Amber to book Bunnings BBQ for term 1 2026.</li> <li>- Donation for “hardship fund” (Amber) – for further discussion</li> </ul>	
	<b>Meeting close</b>	
	<b>Next meeting : Tues 3<sup>rd</sup> March 2026</b>	

**2026 Meetings to be held at CHS Library at 6:30pm**

Term 1: Tuesday 3<sup>rd</sup> March, Tuesday 24 March

Term 2: Tuesday 19 May, Tuesday 23 June

Term 3: Tuesday 11 August, Tuesday 15 September (AGM followed by GM)

Term 4: Tuesday 3 November, Tuesday 8 December

### **TREASURER'S REPORT 8 December 2025**

#### **Summary:**

Since the last meeting in November the P&C have received:

- Donations of \$1155

The P&C have incurred no expenses since the November meeting.

#### Noting:

1. P&C PayPal Account – The P&C PayPal account was used for the trivia night to process donations, but unfortunately it was suspended by PayPal during the evening. This was due to the increased regulations over the past 12 months relating to AML and KYC. This will require the P&C President and Treasurer to provide additional personal details to be verified as account holders, before the account can be re-opened. There is a balance of \$549.23 in the account and PayPal have indicated they will hold this balance for 180 days. At this point the P&C will be able to transfer this balance into the main P&C account. Also, we will likely close the P&C PayPal account at this time as we no longer require it. **Noting only.**
2. ATO Access Request - The application to the ATO that was submitted in August 2025 to add Anna Koskinen to the list of registered persons who can access the P&C ATO records. There is no update on this item as yet. **Noting Only.**

#### **Bank Balance**

- General P&C account balance: \$36,410
- General P&C equity (portion of above available for general spending): \$30,991 taking into account the following future expenses:
  - GST Liability (\$646)
  - Trivia Donations For 'The Trees Upgrade' (\$4700)
  - Remaining Expenses for Teachers Day Gifts (\$73.41)

#### **Status of DGR Building Fund**

- The building fund balance sits at \$620

**Grant Status:**

Date	Project	Description	Status
20/8/25	Waiving of Room Hire Fee for Trivia Night	Canada Bay Club – Community Club Grants	\$850 <b>Unsuccessful</b>
20/8/25	Development of 'The Tree's' Area (planned 2026)	Drummoyne Sailing Club – Community Club Grants	\$4500 <b>Unsuccessful</b>
22/8/25	Point of Sale technology purchase	A grant for the purchase of Square EFTPOS terminal and cash drawer.	\$1200 <b>Received and acquitted</b>
22/9/25	Development of 'The Tree's' Area (planned 2026)	Transurban Community Grants Program	\$10,000 <b>Unsuccessful</b>

**Table for NOTING ONLY 2025 expenses/ 2026 Activities Draft Plan:**

Month 2025	Out - Expected expenses 2025	2026 Activities (Draft Plan)
Jan (Actual Paid) & Feb	<ul style="list-style-type: none"> <li>Sports Uniforms for \$4,800, School Mascot for \$5,000.</li> <li>Seating for the side office area \$26,000 which was paid using:               <ul style="list-style-type: none"> <li>\$2700 from the CHS P&amp;C Building Fund Account (See below)</li> <li>\$1000 from Five Dock RSL Grant</li> <li>\$22,300 from the CHS P&amp;C General Account</li> </ul> </li> <li>Consent Labs \$2916.16</li> <li>Annual Audit FY24 \$902</li> </ul>	<ul style="list-style-type: none"> <li>Open Day 28<sup>th</sup> Feb</li> </ul>
Mar & Apr	<ul style="list-style-type: none"> <li>Bunnings BBQ Funds Raised Net = \$2317.21 (Cash Received \$3960.90 - Expenses \$1643.69)</li> <li>Note: \$2000 to be provided to CHS in 2026 for Year 10 peer support @Year 7 camp</li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>
May & June	<ul style="list-style-type: none"> <li>\$2000 donation for Year 10 Peer Support Leaders camp 2026</li> <li>Renew Website support \$43</li> </ul>	<ul style="list-style-type: none"> <li>Website expenses \$50</li> </ul>
July	<ul style="list-style-type: none"> <li>Website expenses \$670 for 2 years</li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>
Aug	<ul style="list-style-type: none"> <li>Membership and Insurance fees \$1166</li> <li>Trivia night fundraiser Raised: \$ 4961 - \$1455 = \$3506</li> </ul>	<ul style="list-style-type: none"> <li>Membership and Insurance P&amp;C \$1200</li> </ul>
Sept	<ul style="list-style-type: none"> <li>Year 12 Cupcakes \$509</li> <li>Refund \$130 for Trivia night issue</li> </ul>	<ul style="list-style-type: none"> <li>Year 12 Gift \$600</li> </ul>
Oct, Nov & Dec	<ul style="list-style-type: none"> <li>Teachers Day \$965</li> <li>Annual Audit FY25 \$902</li> </ul>	<ul style="list-style-type: none"> <li>Teachers Day \$1000</li> <li>Annual Audit \$1000</li> </ul>

**CONCORD HIGH SCHOOL  
P&C ASSOCIATION**

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**Balance Sheet**

**CONCORD HIGH SCHOOL  
P&C**

Prepared by: A. Koskinen 8/12/2025

**Financial Statements**

**Balance Sheet**

	<b>30-Jun 2026</b>	Year Ending <b>30-Jun 2025</b>
<b>ASSETS</b>		
<b>Bank</b>		
Westpac General	36,410	34,002
Westpac GDR Building Fund	620	120
<b>Total Bank</b>	<b>37,029</b>	<b>34,121</b>
<b>Current Assets</b>		
Inventory On Hand	0	0
<b>Total Current Assets</b>	<b>0</b>	<b>0</b>
<b>TOTAL ASSETS</b>	<b>37,029</b>	<b>34,121</b>
<b>LIABILITIES</b>		
<b>Current Liabilities</b>		
GST	646	646
Suppliers Payable	0	0
<b>Total Current Liabilities</b>	<b>646</b>	<b>646</b>
<b>Non-Current Liabilities</b>		
Unacquitted GDR Building Funds	620	120
Unacquitted Grants	0	0
<b>Total Non-Current Liabilities</b>	<b>620</b>	<b>120</b>
<b>TOTAL LIABILITIES</b>	<b>1,266</b>	<b>766</b>
<b>NET ASSETS</b>	<b>35,763</b>	<b>33,355</b>
<b>EQUITY</b>		
Current Year Earnings	2,408	(13,284)
Retained Earnings	<b>33,355</b>	46,637
<b>TOTAL EQUITY</b>	<b>35,763</b>	<b>33,353</b>

**P&L**

**CONCORD HIGH SCHOOL P&C  
Financial Statements  
Profit & Loss**

Prepared by: A. Koskinen 8/12/2025

	FY 26 Year to	
	Date	
	<b>30-Jun 2026</b>	<b>30-Jun 2025</b>
<b>Income</b>		
Grants Received & Acquitted	1,200	2,000
Donations - Building Fund (acquitted)	0	2,702
Donations & Contributions	3,138	24,697
Fundraising - Bunnings BBQ	0	3,811
Fundraising - Trivia Night	4,961	4,695
Interest Income	0	0
Membership	10	23
<b>Total Other Income</b>	<b>9,309</b>	<b>37,928</b>
<b>Operating Expenses</b>		
Bank Fees	0	0
Insurance	1,166	961
Telephone & Internet	0	0
Consulting & Accounting	902	902
Donations to CHS - Buildings	0	2,700
Donations to CHS - Cupcakes	510	0
Donations to CHS - Furniture	0	23,300
Donations to CHS - Hardship Fund	0	1,000
Donations to CHS - Mental Health Programs	0	3,416
Donations to CHS - Robotics	0	3,003
Donations to CHS - School Mascot Uniform	0	5,000
Donations to CHS - Sports Uniforms	0	4,800
Donations to CHS - Teachers Day Gifts	891	630
Donations to CHS - Year 10 Peer Support	0	2,000
Fundraising Expenses	1,455	2,940
General Expenses	1,306	0
Printing	0	0
End of school Yr 12 Gifts	0	517
Website Expenses	671	43
<b>Total Operating Expenses</b>	<b>6,901</b>	<b>51,212</b>
<b>Net Profit/(Loss)</b>	<b>2,408</b>	<b>(13,284)</b>

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