

## **Minutes for AGM – 15 November 2022**

### In attendance

- Mrs Lewis
- Mrs James
- Mrs James
- Melanie Ford
- Andrew Jones
- Mrs Mcleod
- Vikkilea Brown
- Hannah Curtis
- Annette Turner
- Annabel Tucker
- Laura Davies

### 4 Teachers joining remotely

- 1) Introductions
- 2) Past fund raising and expenditure
  - a. Income £5468.14
  - b. Main expenditure for last year was for the outside play areas, contributions to equipment for the foundation phase and to top up the grant for the key stage 2 play areas
  - c. Figure in the account is currently £4716.80
  - d. Main events last year was the summer Fayre, we were unable to run the Christmas fayre, the cake and lolly sales and the break the rules day
- 3) Expenditure request
  - a. At the moment there is nothing in particular but the bulk of the requests are likely to relate to resources this year due to the current climate
  - b. Agreed by all PTA that the parents are unlikely to have any objections to this
  - c. Trim trail needs repairing and Mrs Lewis will look at an updated quote but likely to be in the region of £2000
  - d. Mrs Lewis keen to ensure that resources requests are attributed between both foundation and key stage 2 . the curriculum has changes this year and the teachers want to make it is fun as possible and some support for resources would be helpful
  - e. Discussed parent pay for school trips and snack monies . this is something that the school will look into
  - f. Approved cheque for foundation phase reception play equipment which was agreed in the last period
  - g. Maths equipment . Dr Edwards going to speak to teachers in relation to what is needed
  - h. We also discussed school trips, these have been limited due to not wanting to put too much pressure on parents and the costs of coaches, discussed that perhaps the PTA could subsidise the costs of some of the trips to so that the children still get to go but reducing the financial pressure on parents
  - i. Mrs Lewis and the teachers to review the resources needed and any requests and we will discuss further at the next meeting, no requests for today
- 4) Voting
  - a. PTA is currently down to 3 members and so new input is needed
  - b. No nominations have been passed to any PTA members ahead of the meeting
  - c. Chair . Currently no Chair and this role needs to be filled
    - i. Discussed the workload is very much shared between all members of the PTA and so this is a collaborative role

- ii. The role Involves being the main link between the PTA and the school
  - iii. Mel Ford the current secretary has been acting in this role since the previous chair stepped down and was nominated by Robin Armstrong.
  - iv. Melanie Ford approved and appointed at chair
- d. Secretary
  - i. Vicki Lee Farid . volunteered and was nominated for the role
  - ii. All approved and appointed to the role
- e. Treasurer role
  - i. Currently held by Robin Armstrong who is willing to continue in the role
- f. Vice Treasurer
  - i. Currently held by Elroy Pearman who is willing to continue in the role
- g. Vice Secretary
  - i. Laura Davies was nominated and approved and appointed to the role
- h. Communication and Media
  - i. Andrew Jones is willing to continue in this role

The AGM aspect of the meeting was then complete and we moved on to discuss the upcoming fundraising events

#### 5) Christmas planning

- a. Fayre
  - i. Confirmed date . 8<sup>th</sup> December after school
  - ii. Jolly bags
    - 1. Mel ford to order brown bags as usual to send into school in the next couple of weeks
  - iii. Calendars
    - 1. The teachers are preparing and will be sold at the fayre
  - iv. Games
    - 1. There are some games in the school which the teachers usually run, hook a bauble
    - 2. Agreed that the chocolate or sprout game would be fun
  - v. Laura on Door along with Jo
  - vi. Tombola . prizes
    - 1. Will send a shout out
    - 2. Maybe look to do a bottle tombola or a teddy tombola as well
  - vii. Toy stall
    - 1. Ella ran the last one
    - 2. Has since agreed to run a Christmas jumper stall
- b. Santa
  - i. Alex's dad is one potential
  - ii. Think about potential alternatives and see if we can ask around
  - iii. Discussed gifts . something small . last time we used Baker Ross but something like a pencil would be fine
  - iv. Wont sell photos but will allow parents to take their own photos
- c. Cards
  - i. Thank you to the teachers for their time in preparing these and the feedback from parents has been positive

- ii. Some people didn't manage to order as the time frames were quite tight but that was because we hadn't done before so were quite late in getting ordered.
    - iii. We don't yet know how many were ordered but we know for next year to get in early and that the feedback is positive
  - d. Disco
    - i. Date . last Tuesday / Wednesday of the term
    - ii. Decide on prices
    - iii. Vicki going to ask if we have a DJ
    - iv. It is limited time so we may not be able to arrange this but if we can Mrs Lewis approved
  - e. Christmas Raffle
    - i. We can do on paper . Andrew can get these printed ASAP . Andrew to get a quote for the cost
    - ii. Discussed the first prize, potential for consoles, vouchers etc but decided that £100 Cash for the first prize was the most flexible
    - iii. Need to get a quote for 700
    - iv. The raffle does raise funds but not as much as when selling the paper tickets and having the fair where additional tickets are purchased.
    - v. Need to get on with asking for additional raffle prizes

6) AOB