



**Minutes of the PTFA Annual General Meeting (AGM)
Held on Wednesday 09 October 2019
At 17:00 in the staff room**

Present:

Alison Robinson	PTFA Chair (chair of the meeting)
Mrs D Wilson	School Head Teacher
Ashley Willis	PTFA Chair
Dave Linger	PTFA Treasurer
Kerrie Linger	PTFA Committee Member
Carol Hewerdine	PTFA Committee Member
Ian Freeman	PTFA Committee Member
Tara Jones	PTFA Committee Member
Jenny Prest	PTFA Committee Member
Vicky Shipman	PTFA New Committee Member
Emily Munton	PTFA Secretary (minute taker)

Alison welcomed everyone to the meeting, including the new faces. Alison explained that before the meeting started, everyone needed to be aware that the PTFA meeting isn't the place to discuss the progress of children or any other questions or queries with regards to individual children. The usual process of arranging a meeting with the relevant staff needs to be followed for this. Alison also made it clear that whilst being in the school, PTFA members may see and/or hear things that they wouldn't normally and so full confidentiality must be used at all times and ensure that nothing is discussed any further.

A contact sheet was sent around the room for everyone to enter their details on.

Apologies

Apologies were received from Diane Jarvis, Darren Hanman, Nicky Wood, Sally Watt and Stewart Diggins.

Chairman's Report (Alison Robinson)

Alison thanked everyone massively for their contributions to the team throughout the year. It is a team effort and without everyone helping, as and when they can, even if it's just one event a year, some events may not be held. Alison extended the thanks to the parents and other helpers who weren't present at the meeting because again, their help is appreciated and needed to ensure that events run safely and smoothly.

ACTION

Alison thanked Emily for taking on the pre-loved clothing, as this generates a steady income throughout the year.

Alison stated that the PTFA has had another amazing year with lots of events held to raise money for the school.

Just a reminder to sign up to Easy Fundraising and Stampastic as these are simple ways to generate more income for the school with very little effort needed. Also there is the search engine easysearch.org.uk which helps raise money too.

Some final words from Alison:

“The PTFA is a truly amazing group of people and I think I can speak for both myself and Ashley when I say that we have thoroughly enjoyed our time on the PTFA. We have made some amazing friends that had we not joined, we would never have met. Ashley has been a rock at my side and we have really worked well together bouncing ideas off of each other. Ashley is a saint for not giving up on some of my wild ideas, although I am still disappointed that she never let me do ‘PTFA does panto’!!

As we all good things, unfortunately they come to an end and both Ashley and myself are stepping down from our roles this evening, along with our amazing treasurer Dave.

I just want to say from the bottom of my heart thank-you all so much for the support and encouragement that you have given us. Without you, we wouldn't have made a success of the PTFA. It is a team, but more importantly I think it is a family. You guys are amazing, you work well as a team and there is always someone willing to do the jobs that need doing.

Right, before I have to get my tissues out, I'll hand you over to Dave for the treasurer's report.”

Treasurer's Report (Dave Linger)

Awaiting the report – will up-date and include in the minutes from the next meeting.

Elections

The following positions needed to be elected:

Chair

Vice Chair

Treasurer and

Secretary

Votes took place and the following were elected:

Chair – Sian Perry

Vice Chair – Ian Freeman

Treasurer – Ian Freeman

Secretary – Emily Munton

Alison stated that because the PTFA is a registered charity, the trustees will need to be amended to reflect the changes.

Sian Perry

Alison also mentioned that on a memory stick which she handed over to Sian, there is a file called PTFA details. This lists passwords and things that need to be done by the committee.

PTFA
Committee

PTFA Meeting:

Head Teachers Report (Mrs Wilson)

Mrs Wilson expressed tremendous gratitude towards Alison, Ashley and the team for everything that has been achieved and all the money raised over the years that has gone back into buying things for the school, that otherwise would not have been possible to have.

Mrs Wilson said that on behalf of herself and the teachers at school Alison and Ashley will be sorely missed.

Mrs Wilson moved on to welcome the new committee members aboard and said that she'll look forward to working with them in the future.

Mrs Wilson reported that the school received £350 from Vodafone via matched funding from the summer fair and also £350 towards the defibrillator.

Mrs Wilson reported that the current curriculum is going to be changing. Sarah Brunt is taking the lead on this and is attending a meeting/course to receive further info and guidance. Chris Quigly has proposed the new system which is going to cost in the region of £350 for Years 1-6, starting in September 2020.

School Disco

As usual with this time of the year, it was agreed that there wouldn't be a disco held until the new year, potentially looking at a valentine's disco again, like earlier this year. A date will be set at a future meeting.

PTFA
Committee

Red, Gold and Green Day

The decision was made to cancel having a Red, Gold and Green Day this year because there is a national Christmas jumper day on Friday 13th December, plus children in need in November and the committee felt that it would be too much. Concerns were raised that this is the day the donations for the Christmas Fair are brought into school and so it was suggested that a parentmail be sent out in advance, requesting donations for the fair to be brought into the office, especially chocolates and alcohol.

Sian Perry

Christmas Fair – Friday 06th December 2019

The date for the Christmas Fair this year was agreed as being on Friday 06th December 2019. A sheet was sent around the room for helpers. If you are able to help on the day for the morning, afternoon and the fair itself after school (or any combination) please let Sian know so she can add you to her list.

PTFA
Committee

Breakfast with Santa

The decision was agreed to not go ahead with Breakfast with Santa this year as it didn't seem that popular last year and it's not a great money earner, especially for the time spent on arranging it.

Film Night – Wednesday 18th December 2019

Last year saw the trial of splitting foundation and KS1 And KS2 for more suitable films. However, parents seemed to prefer being able to leave all their children together at one session and so the decision was made this year to revert back to just showing one film to all of the school.

Suitable film suggestions and little gift ideas to match the film are greatly welcomed by anyone. One suggestion was Santa Claus the movie and to give the children a candy cane each.

PTFA
Committee

The food for film night will be discussed at the next meeting.

AOB

Mrs Eames had asked if it would be possible for the PTFA to fund the purchase of some multi-functional boards for use throughout the school. The cost of these are £200 each and it was suggested that 4 be purchased, giving a total of £800. The PTFA would also be able to use these at the fairs and other events, as and when needed. This will be discussed at the next meeting.

PTFA
Committee

The annual Christmas Panto for the whole school. Kerrie mentioned that the company she had been booking this with were unreliable. Mrs Wilson is going to look into sorting/arranging this for this year.

Mrs Wilson

Date of the Next Meeting – Wednesday 06th November at 5pm in the staff room.

With no more business to discuss, the meeting was closed at 17:45 with Alison thanking everyone for attending and Mrs Wilson also thanking everyone for their time.

PTFA
Committee