

**PTA AGM****8.00pm on Thursday 17<sup>th</sup> November 2016 held at All Saints' C of E Primary School**

	<b>Committee members:</b>	<b>Other parents &amp; teachers:</b>
<b>Present:</b>	Anj O’Hearne (Chair) (AOH) Katherine Josling (Vice Chair) (KJ) Grace Clarke (GC) (Treasurer) (GC) Amanda Hindmarsh (Secretary) (ACH) Sue Staton (Ordinary Committee Member) (SS)	Deirdre Andre (DA) James O’Hearne (JOH) Sue Siddons (SSi) Katie Stitson (KS) Judith Clarkson (JC) Carol Stewart (Governor) (CS) Ian Palmer (IP) Lisa King (LK) Becky Fazackerley (BF) Sally Shelton (SSh) Emma Moscrop (EM) Abbey Vale (AV) Paul Rampling (PR) Debbie Nicholson (DN) Christine Neasham (CN)
<b>Apologies:</b>	Felicity Tomblin (FT) (Ordinary Committee Member)	Michelle Robinson Sarah Tunstall Laura Mate

<b>Item</b>	<b>Detail</b>	<b>Action</b>	<b>Notes</b>
<b>1</b>	<b>Apologies for Absence</b>		
	AOH welcomed everyone. ACH listed the apologies.		
<b>2</b>	<b>Minutes of the AGM held on 4th November 2015</b>		
	AOH presented the minutes from the last AGM, which had been available for inspection at the School office, here immediately prior to the meeting, on the School website and by request from the PTA. The meeting agreed that the minutes be taken as read and were signed by the Chair.		

<b>3</b>	<b>Matters Arising from the Minutes</b>		
	<p>AOH informed the meeting that Sandra Overfield had kindly offered to independently examine the accounts for the year ending 31<sup>st</sup> August, 2017. EM questioned her independence as a parent to children attending the school. GC provided information to confirm that Sandra is independent as per the detail within the constitution, in that “the person chosen must not be involved with the committee nor be a member of their family”, which she is neither. AOH confirmed that all other matters arising from the minutes had been dealt with during PTA Committee meetings during the year. AOH asked the meeting if anyone had any questions or matters arising from the minutes, but no one did.</p>		
<b>4</b>	<b>Chair’s Report for 2015/16</b>		
	<p>AOH highlighted the fact that the PTA money raised had gone towards a bumper stock of books for the school library. LK confirmed that the books had been chosen carefully to link in with curriculum topics, but were generally non-fiction for KS1 &amp; fiction for KS2.</p> <p>Further donations were then used by the school to fund class trips &amp; events and the PTA had already agreed to fund them again for this school year.</p> <p>AV questioned the equality of the trips/events across all year groups. LK advised the meeting that the events had been planned to link in with the curriculum &amp; KJ confirmed that some of the trips had been booked by school before the donation had been made by the PTA &amp; so this then enabled the school to lower the cost to parents for each child.</p> <p>LK raised a request for a possible donation from the PTA towards Art Week which was a biannual event &amp; so would take place in the summer term during May 2017.</p> <p>A sum of £500 had previously been used by school to bring in an Artist to work with the children during the week. The school was no longer able to fund this due to significantly reduced budget. LK asked if a donation of £500 could be made by the PTA to make this possible during Art Week in May 2017. AOH suggested that LK discuss further with Mrs Robinson &amp; that this could then be discussed at the next PTA Committee meeting later in the month.</p> <p>JC suggested that Art Week was a huge confidence booster especially for the younger children working with the children from upper school &amp; EM informed the meeting that there was certainly something for everyone &amp; that it was a great event for parents to join in with.</p> <p>AV asked if it could possibly be made an annual event &amp; LK suggested that it was a possibility but it was a financial issue particularly due to decreased donations from parents at the last event. AV wondered if a donation from the PTA would be feasible to guarantee it becoming an Annual Event &amp; KJ suggested that if the PTA supported school projects that were popular with all children &amp; parents then this should in</p>	<p><b>LK KJ &amp; ACH</b></p>	<p>To discuss with Mrs Robinson To discuss at next Committee Meeting</p>

	<p>turn ensure the support of parents for PTA events. AOH suggested that this also be discussed at the next PTA Committee Meeting.</p> <p>AOH informed the meeting that the PTA had received positive feedback from the events &amp; that the teamwork was amazing. There are always lots of volunteers giving up their time to help with events even if they're not able to be part of the Committee.</p> <p>AOH highlighted the main events that the PTA organised &amp; supported during the course of the school year. The recent Quiz Night had been a resounding success with an estimated profit of ~£600! The Family Camping weekend was particularly popular where over 50 All Saints' families take over the campsite at Pateley Bridge.</p> <p>The Casino Night at the end of the Summer Term was brilliantly organised by a team of Year 6 parents &amp; everyone had a very enjoyable night.</p> <p>AOH recognised the hard work &amp; commitment made by AV for our entry into the Ilkley Carnival where more than 150 children represent the school. It takes almost 6 months for AV to organise with her team of helpers, but our entry is always spectacular!</p> <p>Final thank you from AOH to the PTA &amp; everyone who has helped – the parents, year reps., Mrs Robinson, Mr Smith, Mrs Allison Mrs McCluskey &amp; all their teams. A copy of the full Chair's report is attached.</p>	<b>KJ &amp; AOH</b>	To discuss at next Committee Meeting
<b>5</b>	<b>Treasurer's Report for the year ending 31 Aug 2016</b>		
	<p>GC provided and presented the Treasurer's report for the year 2015/16. The full report is attached which shows the breakdown of profit for each event.</p> <p>A very small loss is shown on the Cross Country event as the event was cancelled at the last minute and various items had already been purchased. The overall loss to the PTA is reduced because the meat purchased for the event was frozen and used for the BBQ at the summer fair (and so the loss shown is offset in the accounts by a larger summer fair profit.)</p>		
<b>6</b>	<b>Appointment of an Independent Examiner of Accounts for the year ending 31 Aug 2016</b>		
	GC confirmed that Joe Walker had independently examined the accounts for the year ending 31 <sup>st</sup> August 2016. As per point 3, GC confirmed that Sandra Overfield had agreed to independently examine the PTA accounts for the year ending 31 <sup>st</sup> August 2017 and the meeting agreed to appoint her.		
<b>7</b>	<b>Election of Officers and Trustees of the Committee with effect from the end of the meeting</b>		
	AOH asked all present if there were any other nominations (other than the ones already received) – None		

	<p><b>It was confirmed that the following people were stepping down from the committee:</b>  Anj O’Hearne (Chair)  Felicity Tomblin (Ordinary Committee Member)</p> <p><b>It was confirmed that the following people were proposing to alter their role on the committee:</b>  Katherine Josling (Vice Chair)  Amanda Hindmarsh (Secretary)</p> <p><b>Individual resolutions were proposed for the election of each post and the following were elected:</b></p> <table border="1"> <thead> <tr> <th>Name</th> <th>Position</th> <th>Proposer</th> <th>Seconder</th> </tr> </thead> <tbody> <tr> <td>Katherine Josling</td> <td>Joint Chair</td> <td>Angela O’Hearne</td> <td>Amanda Hindmarsh</td> </tr> <tr> <td>Amanda Hindmarsh</td> <td>Joint Chair</td> <td>Katherine Josling</td> <td>Angela O’Hearne</td> </tr> <tr> <td>Grace Clarke</td> <td>Treasurer</td> <td>Amanda Hindmarsh</td> <td>Sue Staton</td> </tr> <tr> <td>Sue Staton</td> <td>Ordinary Committee Member</td> <td>Amanda Hindmarsh</td> <td>Jane Wrangham</td> </tr> <tr> <td>Judith Clarkson</td> <td>Secretary</td> <td>Abbey Vale</td> <td>Amanda Hindmarsh</td> </tr> <tr> <td>Katie Stitson</td> <td>Year Rep Co-ordinator</td> <td>Abbey Vale</td> <td>Emma Moscrop</td> </tr> <tr> <td>Deirdre Andre</td> <td>Ordinary Committee Member</td> <td>Sue Staton</td> <td>Emma Moscrop</td> </tr> </tbody> </table> <p>AOH informed the meeting that there were no current nominations or interest in the role of Vice Chair. KJ confirmed that this was obviously a supporting role to the Chairs, but anyone wishing to take on the role would be part of the Committee team, with a view to possibly taking on the role of Chair in the next year’s elections. Anyone who was interested or knew of anyone who may be interested in taking on this role could speak to any of the Committee members for further information.</p>	Name	Position	Proposer	Seconder	Katherine Josling	Joint Chair	Angela O’Hearne	Amanda Hindmarsh	Amanda Hindmarsh	Joint Chair	Katherine Josling	Angela O’Hearne	Grace Clarke	Treasurer	Amanda Hindmarsh	Sue Staton	Sue Staton	Ordinary Committee Member	Amanda Hindmarsh	Jane Wrangham	Judith Clarkson	Secretary	Abbey Vale	Amanda Hindmarsh	Katie Stitson	Year Rep Co-ordinator	Abbey Vale	Emma Moscrop	Deirdre Andre	Ordinary Committee Member	Sue Staton	Emma Moscrop		
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8	<p><b>Any Other Business</b></p>																																		
	<p>AOH presented AV &amp; EM with a collage of photos from their PTA career, PR with his memorable outfit from this year’s carnival entry, EM with an air hostess costume in readiness for the next event, JOH with an apron for his dedication to the PTA BBQ and finally KJ &amp; ACH were presented with their Elf outfits for the Christmas Fair.</p> <p>KJ &amp; ACH thanked AOH for all her hard work &amp; dedication to the PTA over the last 4 years and realised that they now had very big shoes to fill in their new role as Joint Chair. AOH was presented with a bouquet of flowers as a token of their appreciation.</p> <p>EM suggested that a new Chairmanship was to be welcomed &amp; looked forward to some new ideas for</p>																																		

	different events which would help raise further funds for the PTA. It was important to enlist the help of parents with children in the lower school years & to remember that those with children in upper school had probably already given many hours of their time to support PTA events!		
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Katherine Josling & Amanda Hindmarsh, Joint Chair