

PTA AGM**8.00pm on Tuesday 17th November 2020, via Zoom**

	Committee members:	Other parents & teachers:
Present:	Adam Carr (AC) (Co-Chair) Julie O'Brien (JOB) (Co-Chair) El Sedlak (ES) (Treasurer) Suzanne Bentham (SB) (Secretary)	Russell Tew Kate Hemming Deidre Andre Abbey Vale Katherine Josling Sarah Hewitt John Marsham Vanessa Brain Amanda Hindmarsh Richard Tunstall Jane Wrangham Sue Siddons
Apologies:	Lottie Haigh	

Item	Detail	Action	Notes
1	Apologies for Absence		
	AC welcomed everyone. Lottie Haigh was unable to attend having broken her leg. AC thanked the staff and the school, the school office, Mrs McCluskey and Mr Smith for all their support over the past year, and to staff who have helped at events. AC also thanked JOB and SB who are standing down, and noted the amazing effort and commitment of JOB- a 'whirlwind of organisation.'		
2	Minutes of the AGM held on 13th November 2019		
	AC presented the minutes from the last AGM, which had been available for inspection at office AGM 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.		

3	Matters Arising from the Minutes		
	First Aid training was discussed at last year's AGM. AC has made enquiries and there are possibilities but all are on hold because of Covid-19.		
4	Chair's Report for 2019/20		
	<p>Such a strange year, with no face-to-face events but lots to do in terms of exploring virtual or contact-free fundraising opportunities.</p> <p>Thanks: Grateful thanks go to: Sandra Overfield for overseeing accounts Claire Greenwood for organising the very successful discos and Christmas Cards Elaine Goldsack for running the uniform sales, and Dom Cook for taking this on in September Vicky Chotai for continuing to organise Bags2School- a really worthwhile fundraiser, please support. A special vote of thanks to Mr Cooper for his amazing juggling efforts for 31 Ways, and to Sue Siddons for organising the staff baking fundraiser.</p> <p>Despite the difficulties presented by Covid-19, the year was fairly successful overall. The Cross Country was the last event prior to lockdown and was well supported.</p> <p>Classlist continues to be used as the primary tool for PTA comms, with participation increased to 97%. Year groups also use WhatsApp and Facebook in parallel. The office supports the PTA by sending out important notices via ParentPay to make sure every parent receives the information. AC has encouraged use of FB and Twitter to spread the word about events.</p> <p>Looking ahead, AC has been in touch with other local PTAs and the committee is exploring/inviting ideas for fundraising. Setting up the GoFundMe page has been a big step forward, thanks to AC and ES for their hard work and perseverance with this. As well as donations for 31 Ways, there have been 1-off donations through this, so hopefully this is making it easier for people to give. New ways of reaching out to the school community have included giving new Foundation families a bag of bulbs to plant, along with a welcome letter. Future events- hopefully a non-uniform day and possible Santa visit before Christmas, and a treasure hunt in the new year, involving local businesses (hopefully helping both the PTA and the businesses, January being a slow month).</p>		

5	Treasurer's Report for the year ending 31 Aug 2020		
	<p>ES provided and presented the Treasurer's report for the year 2019/20.</p> <p>The full report is attached which shows the breakdown of profit for each event.</p> <p>ES reported a good year in spite of Covid-19 with an opening balance of £12,180.</p> <p>Events raised £5,619 and costs were £1,446 giving a profit of £4,173 before donations made to school.</p> <p>The most successful events were the Christmas fair (£1,159.02) and the two discos which raised £981.89 and £809.11 respectively.</p> <p>The Cross Country raised £432.55.</p> <p>£16,129 held in funds at 31/08/2020</p> <p>Summary of Donations to school:</p> <p>£9,000 was donated to school in October for Cameras, Visualisers, Murals and Classroom resources.</p> <p>£6,000 has been provisionally allocated for outdoor play space fundraising.</p> <p>The accounts have been independently examined and confirmed as complete and accurate.</p> <p>The charity commission documents are complete and ready for posting.</p> <p>Since the year end £3,550 has been raised from 31 Ways, £75 from second hand uniform and £60 from Bags2School. It was noted that these smaller amounts, including Amazon Smile which has brought in £60 approx, do add up and are worth doing as once set up they require relatively little work.</p>		
6	Appointment of an Independent Examiner of Accounts for the year ending 31 August 2020		
	<p>Many thanks to Becky Bonner who has agreed to be appointed for the coming year, and to Sandra Overfield who has undertaken this role for several years.</p>		
7	Election of Officers and Trustees of the Committee with effect from the end of the meeting		
	<p>It was confirmed that the following people were stepping down from the committee:</p> <p>Julie O'Brien (Co-Chair)</p> <p>Suzanne Bentham (Secretary)</p>		

	<p>Very many thanks were noted to the above for their committment and time. Both also thanked the rest of the committee for everyone’s hard work. Abbey Vale highlighted that being on the committee does involve a considerable amount of work, but is also fun, rewarding and worthwhile.</p> <p>The following were voted in by the meeting:</p> <table border="1" data-bbox="190 443 1556 646"> <thead> <tr> <th>Name</th> <th>Position</th> <th>Proposer</th> <th>Seconder</th> </tr> </thead> <tbody> <tr> <td>Adam Carr</td> <td>Chair</td> <td>Christine Neasham</td> <td>Emma Draper</td> </tr> <tr> <td>Eleanor Sedlak</td> <td>Treasurer</td> <td>Kate Hemming</td> <td>Kate Brown</td> </tr> <tr> <td>Russell Tew</td> <td>Secretary</td> <td>Adam Carr</td> <td>El Sedlak</td> </tr> <tr> <td>Lottie Haigh</td> <td>Social Secretary</td> <td>Stephanie Clarke</td> <td>Becky Woodhead</td> </tr> </tbody> </table> <p><i>Note that Committee resignations need to be in writing/by email and the Charity Commission records need updating.</i></p>	Name	Position	Proposer	Seconder	Adam Carr	Chair	Christine Neasham	Emma Draper	Eleanor Sedlak	Treasurer	Kate Hemming	Kate Brown	Russell Tew	Secretary	Adam Carr	El Sedlak	Lottie Haigh	Social Secretary	Stephanie Clarke	Becky Woodhead		
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8	<p>Any Other Business</p>																						
	<p>8.1 It was agreed to resend the Amazon Smile link in the run up to Christmas. Action: AC to re-send</p> <p>8.2 After many years of outstanding Carnival entries, Abbey Vale and Kate Hemming are ready to pass on the baton. The committee and all present noted their amazing work not just in terms of the costumes but also in the sense of community and fun that are generated in putting together the costumes and props. Abbey and Kate are happy to offer a hand over and advice. A decision from the Carnival organisers will have to be made in February, Abbey thinks. Time to approach/identify/encourage a new team to take this on. The pairing of an ‘organiser’ and a ‘chief maker’ has worked well. There is much creative talent and goodwill for this event in the school. Abbey said it was ‘the best thing she and her family had done’ while her children have been at the school.</p> <p>8.3 SB noted that the Committee has been working hard to develop sustainable ideas, such as encouraging the use of reusable cups at events, but there is more work to do here and ideas are welcome!</p>	<p>AC</p>																					

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Adam Carr, Chair