

# PTA Annual General Meeting Agenda

Friday 2<sup>nd</sup> March 2018 9am Green Suite

- 1) Apologies – Garima Bhardwaj, Alex Fleet, Kerry Liu
- 2) Attendees – Julie Gair, Sarah Phillips, Chris Adams, Sarah Fach, Lisa Hori, Leanne King, Philippa Murphy, Mrs Hintridge, Mr Jess, Mr Carter, yr6 PTA reps
- 3) General introduction into the role of the PTA

JG outlined that the main purpose of the meeting was to summarise:

- our activities during the last year,
- the funds that have been raised,
- the grants that have been made, and
- to elect a committee for the coming year.

JG explained that all the PTA Committee have really enjoyed the past year as your PTA. As well as raising funds for the school we felt it was important that the things we did were strongly focused around the children and we have worked toward generating an inclusive school spirit. We have tried to focus on providing exciting and memorable events for the children that families can also enjoy. We have started to set up the framework for projects at the school, such as gardening days, repairing the books and offering our support where needed.

We would like to build on what we have achieved over the past year. We are looking at new ways to introduce events into the school year and continue to help the school with projects outside of funding. We will also look at matched funding and outside grants for projects around the school.

- 4) Annual Financial Report (see attached sheet)

CA summarised the current financial position

Interim draft accounts – CA summarised the revenue, expenditure and profit to date which is currently just over £12,000. The Easter Hunt will also fall under this year's accounts and we hope to raise between £700 and £1,000.

Grants – This year grants have been approved for a range of equipment and activities. Many of these have met a direct educational need at the school. The PTA expects to have pledged just over £14,000 which means we have given out more than has been raised this year. There are funds in the bank account to cover this difference and we envisage the need to draw down on this reserve in the coming years as the financial situation across the education sector continues to tighten.

CH noted that in the past PTA funds were often the icing on the cake but now that money is much tighter they are likely to be helping to provide essentials.

5) Appointment of Committee

Chairman - Julie Gair — proposed by Chris Adams, seconded by Sarah Phillips

Treasurer - Chris Adams – proposed by Julie Gair, seconded by Mrs Hinstridge

Secretary – Sarah Fach – proposed by Julie Gair, seconded by Mr Jess

Committee member – Leanne King, Lisa Hori and Garima Bhardwaj proposed by Julie Gair, seconded by Mr Carter

There were no new committee members.

6) Upcoming Events

Easter Event Thurs 29th March 1.15pm

Sponsored Bounce Friday 11th May

Quiz Night Friday 8th June

Summer Fair Sunday 8th July

7) AOB

- T Carter - Any actions for the PTA reps for the Easter Hunt? The committee will contact the reps to provide a list of tasks and welcomed any ideas from the reps for new events or improvements to existing ones. The reps were asked to communicate to friends and parents that we would be happy to include a parent/carer onto the committee for a specific event without expecting them to come onto the committee for a full year.
- Alex Fleet has offered to organise the Christmas Cards again this year.
- Sarah Phillips is stepping down as Secretary due to other commitments and was thanked for all her hard work on the team.
- Mrs Hinstridge thanked the PTA for providing more than just the icing on the cake, the funds raised are now vital to the school, and it is very much appreciated.

The meeting was closed at 9:25am.