



MINUTES - Annual General Meeting of Fairfield Primary Parent Teacher Association

7pm, Wednesday 7th October 2020, Google Meet

In attendance

Jaimie Clegg (Chair), Linda Wood (Vice Chair KS1), Terri Tassiker-Tunstall (Treasurer), Becca Dunlop (Communications), Kay Pitchford (Bidwriter) Becky Tibbs (Secretary), Ilke Whitehorn, Holly Woodhead, Neil Warwick, Steve Tibbs, Rob Barton, Geoff Downie, Clint Stamper, Chris Steele, Jane Goode

1. Apologies for absence

Rachel Griffiths (Treasurer), Michelle Tindale

2. Minutes of previous AGM

Jaimie gave an overview of the minutes of the previous AGM on 2nd October 2019. She reported that the PTA had recruited Kay Pitchford to the Bidwriter role and had produced a successful quarterly newsletter.

3. Chair's report

Jaimie provide her report as follows,

"Thank you to everyone who has supported the PTA during the school year 19-20. It has been a year of two halves. We had a really strong start to the school year hosting many successfully events - unfortunately due to unforeseen circumstances with COVID we were unable to complete our full programme of events we had planned.

Events

It was a strong start in the first term with a Halloween dress up, followed by a bake-off competition where children donated their wonderful creations to sell at the Christmas fayre.

We tried a new format for Christmas fayre - we received really positive feedback changing the day and time (changed to a Friday evening at 5-8pm). We decorated the external area outside the KS2 building and also introduced a carol service which was supported by the Mechanics band and had a Christmas tree donated from PAR based at Workington. This event wouldn't have been as successful without the help of the community – we had many prizes donated from local companies – I am massively grateful for the prizes we received - it really made a difference in the amount of money that was raised.

After the Christmas fayre the children enjoyed themselves at the annual Christmas disco and to top of the events during the festive period - we got the children to design their own Christmas cards through the Cauliflower Christmas Card scheme.

The last event we were able to hold during the school year was the Valentines disco. The children really enjoyed this event and it was well supported by the staff at the school.

Other funding received

This year I introduced the role of Bid Writer to maximise the amount of money raised. As a charity we are able to apply for different funding to support projects that the school have identified. We have been successful and up to now have received a £1000 National Lottery grant to support a STEM project within school. We are always on the look-out for new grants available.

Lastly

I want to say thank you to everyone who is involved in the PTA at events or behind the scenes. Without your help these events wouldn't be possible."

4. Treasurer's report

Becky reported the PTA Accounts 2019-20 (provided by Rachel). The balance going forward into 2020-2021 was £5136.66 as of 1st September 2020. There had been successful fundraising at the beginning of the year with the Orienteering Event, Christmas Fayre, Discos and Cauliflower Cards. Expenditure had been high during the year, with funding supporting the KS1 interactive screens, KS2 cloakroom refurbishment and KS1 outdoor music classroom. Becky confirmed she would upload a copy of the accounts to the PTA Facebook Organisers Group.



5. Election of committee members

It was agreed that the roles of Vice Chair (Key Stage 1) and Vice Chair (Key Stage 2) would be merged into one Vice Chair role. Committee members were nominated, seconded and elected into the following roles:

- Chair – Holly Woodhead
- Vice Chair - Linda Wood
- Treasurer – Geoff Downie
- Communications - Becca Dunlop
- Funding/bid writing – Kay Pitchford
- Secretary - Becky Tibbs

6. Any other business

None reported

Close of meeting