**Richard Crosse PTA AGM**

**Date:** 18th January 2018

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| **Attendees:** Martin Sleigh, Marcella Henley, Jacqui Bowman, Nicola Jarrett, Louise McGuffie, Ant Allen, Caroline Latham, Amanda Taylor, Lee Gwinnett, Tracy Gwinnett, Simon Ward, Jo Forker, Rob Hiley **Apologies:** Kate Nicholas, Jo Jackson, Tracy Sadler, Corrine Price, Andy Price, Jenny Proctor |  |

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| **Agenda Item** | **Discussion** | **Actions** |
| Welcome | Martin Sleigh welcomed everyone to the meeting. |  |
| Update from the Chair | Martin expressed his appreciation to everyone for coming. The PTA has struggled this year with attendance at meetings, which supports the committee with idea generation and planning, although volunteers are always forthcoming for events themselves. He gave a special thank you to the staff who have supported events, and to the previous committee for the work they did against the odds to keep the PTA running and successful. Thanks were also expressed to those companies who have supported this year, such as the Co-Op, New Farm, Images by Sarah Baldock, The Royal Oak, Netherstowe House, Coates Butchers, Chrystalline Water and many more. Martin also thanked Ant Allen for his work in winning the competition for the Green Goblin. Ant to have some discussions with the school regarding the legacy, and how this project can keep going. Martin has obtained potential sponsorship which can support going forward.  Events have been well supported this year, and Martin expressed thanks on behalf of the PTA committee to all those who have volunteered, and attended events held.  PTA aims for the next year include:   * Tapping into the wider community, particularly within the village. We will start to advertise in the Parish Magazine, and use links with local radio, and volunteers from the Duke of Edinburgh. * Increasing parent involvement in how the PTA spends its money. Attempts to gain feedback so far this year has not been successful. * Increase involvement with new parents as they come into the school. * Get our JustGiving page up and running, and to run some larger fundraising for bigger school projects, such as tablets etc. Jenny Proctor has offered her expertise with this.   Ant Allen suggested this would be a good way to support the PTA to focus on more ‘fun’ events, allowing parents and others to donate at their own pace, also ensuring there are clear goals for fundraising. Lee Gwinnett asked if there would be a target, Martin felt that it would be a rolling figure in order to change the goal as goals are achieved.  Caroline Latham suggested renting tablets in order to avoid the problem of tablets becoming obsolete too quickly, and incurring greater cost for the school. Rob Hiley suggested doing a deal with Apple to get up to date products, and companies such as his would be interested in donating items such as tablet cases. Martin felt that one of the benefits of increased attendance at PTA meetings was that parents may be able to resources and expertise of which the PTA and school are unaware. |  |
| Treasurer’s Report | Marcella Henley distributed the Treasurer’s Report, and thanked everyone for their support. In the calendar year 2017, the PTA raised **£4,811.**  The 59 Club started in 2017, and has been one of the PTA’s biggest fundraisers, so it will be running again in 2018. Numbers are still available if anyone would like to join.  The PTA spent **£7527** this year, from a wishlist drawn up by the school. Each class was given a budget, and expenditure was on items such as dictionaries, laptop storage, Y6 Leaver’s gifts, early years resources, iPad covers, sports equipment, and other class resources. In addition, the PTA financed a trip to the pantomime, which has had excellent feedback, gave each child a PE bag, and contributed to the upkeep of the Minibuses, which are vital in transporting children to activities such as choir and swimming.  Ant Allen suggested using surveys to gain parent feedback on what to spend PTA funds on. This has been tried through the Facebook page, which has approximately 70 members, but feedback has not been forthcoming. Tracy Gwinnett suggested that parents not connected to the PTA would want to know what the school felt the money should be spent on. Jo Forker agreed, and suggested parent’s strengths would be in generating ideas and using parent resources, and the school’s strength is in identifying areas to spend PTA funds which would support the children’s learning. Rob Hiley agreed, he had not been aware of the PTA or school’s requirements for funds. He suggested using the weekly email which sends out the planner to also send out the minutes. This was agreed. Rob Hiley offered to donate web development support to the school | * Contact Rob Hiley to discuss web development support and other support (NJ) |
| Secretary’s Report | The PTA has held 6 fundraising events in the last year, run the 59 Club, and the Christmas Card project, and attended the school’s Christmas productions to promote the PTA and raise funds through raffles. The lack of turn out at PTA meetings is disappointing, and although we are very grateful to the volunteers who do come forward to support events on the day, this can often be last minute, making it extremely difficult for the PTA to plan, and ensure events can be run safely and successfully. It can also mean that some volunteers have to give more time than necessary, because we are essentially operating minimum staffing. More volunteers would mean each volunteer could do less, and therefore still be able to attend the events.  The PTA has been successful this year in organising the back office function – we now have a Google account, and accompanying google mail ([richardcrossepta2@gmail.co.uk](mailto:richardcrossepta2@gmail.co.uk)), and Google Drive, where we have put all of our important documents, and templates for each event. Each event now has an overview sheet, which details what is needed, and how each event is done, it’s our hope that this will support future Committees. |  |
| School Comments to PTA | Nicola expressed how blessed she felt the school was to have the PTA, and the amazing work they’ve done which the school has benefitted from. |  |
| Forward look to 2018 | Planned expenditure for next year include Leaver’s gifts and a contribution to the Minibuses. The PTA would like to look at donating towards higher cost items this year, such as iPads. The PTA plan to run the usual events of Big Breakfast, Chocolate Bingo, School Disco, and Summer & Christmas Fayres, and are looking for ideas for other events.  Ant Allen raised the postponed Race Night. Discussion was around why ticket sales were so low. The Howard ran a similar event which was very successful, it was run as a whole village event, and sold alcohol. Ant is still willing to run it if the PTA think it is viable. Discussion around when and where, alcohol sales, and simplifying the event. Agreed that we wanted to go ahead with this in the Autumn Term. |  |
| Proposals for Committee | Martin Sleigh proposed as Chair by Marcella Henley, seconded by Lee Gwinnett.  Amanda Taylor proposed as Treasurer by Jo Forker, seconded by Ant Allen.  Jacqui Bowman & Simon Ward proposed as Joint Secretary’s by Rob Hiley, seconded by Caroline Latham. |  |
| AOB | Valentine’s School Disco, 16th Feb – the usual DJ can’t do the 16th Feb, only the 14th or 9th. The 9th is the school sleepover, and the 14th is Choir. Simon Ward will approach a DJ he knows to see if he can do the 16th.  Lee Gwinnett proposed that his company would supply uniform to the PTA at cost, and the PTA could then sell to the parents. In principle, this was agreed as an excellent idea.  Caroline Latham mentioned that Packington Pork do a charity programme which brings boxes of food into school weekly, promoting idea of local food, identifying the source of food, & cooking from fresh ingredients. Agreed that this was worth taking forward. | * Approach alternative DJ (SW) * Establish whether the school has any kind of contract with existing uniform supplier (JB) * Establish how uniform supply might work (LG/TG/JF) * Establish whether Packington Pork programme would be available for the school (CL) |

**Next Meeting Date: Friday 2nd Feb, 8.30am**