**St Mary’s Primary School PTA AGM**

**Friday 6th November 2020**

**Those in Attendance**

Claire Clarke (CC)

Sheryl Hayes (SH)

Sarah Jones (SJ)

Sarah Genner (SG)

Jane Elson (JE)

Isy Hill (IH)

Jonathan Wynn (JW)

Donna Pagel (DP)

**Welcome**

CC welcoming everyone to the meeting and thanking them for making time to attend the meeting today.

**Apologies**

Anna Ridgway (AR)

Jo Harrison (JH)

Stacey Sutton (SS)

Kami Probert (KP)

**Minutes of the last AGM**

The minutes of the last AGM were approved by CC. The last AGM made the following appointments:

* CC Chair
* SH Vice Chair
* SG Secretary
* AO Treasurer

A further EGM was then held in December 2019 following the resignation of AO as treasurer. SJ was nominated and then appointed as treasurer and has been doing an amazing job.

**Chair’s report**

CC confirmed that despite the craziness of last year and the complexities that have followed, our role as PTA remains the same. We raise funds for the school and engage in activities for the benefit of the school and all of the children that attend. Nothing will ever stop us from doing this, not even COVID. Our enthusiasm remains the same and CC confirmed that she was proud and privileged to be part of the PTA.

CC thanked SH, SJ and SG for supporting her in her role. CC felt very positive about the future and working together.

CC confirming that she did not like having to undertake meetings in this manner.

CC confirming that the PTA had an incredible fundraising start to 2019 and set out the different ways that monies were raised last year. These included:

* Car wash
* Film nights
* BB
* Xmas fayre
* Colton Xmas Stall
* Xmas DVD’s and cards
* Calendar
* Valentines Dance

We have been able to support the school with a number of amazing projects, including:

* A contribution to the costs of the Wonderdome for Class 4’s science day.
* Fencing and a gate for the area outside the front of the school to provide a space that can be used securely throughout the school day and allow Class 2 to have a free-flow learning environment.
* A wide selection of outdoor equipment for this new space including a mobile writing station, bamboo chimes, counting square, wooden potion bench and crawl and launch platform to name a few.
* Over £500 on new reading books for the children.
* Outdoor shelter behind the school to provide a covered area for the children to sit and put on their wellies.
* Leavers hoodies and ice-cream van for the leavers’ celebrations in July 2020.
* Shelving and storage for PTA supplies.
* New tea urn and deep fat fryer.
* Musical puppets for Ms Parkes.

**Plans for the Coming Year**

Looking to the future, CC confirmed that fundraising was well under way for 10k event. Setting aside the £10,000 donation, we have raised over £800 already, which is incredible.

Work can now start on the horticultural hub

We have set up a Facebook page, which is working well

We are selling the 2020 mugs

We are continuing to fund raise with the sale of Xmas cards and the Nativity DVD

There is also the Colton Lockdown Xmas Fayre, which this year will be limited to us selling the PTA mugs.

IH thanked everyone especially CC for an amazing year.

JW said that he is very grateful for everything that the PTA had done. JW indicated that despite lockdown, our PTA have been very proactive. Lots of other PTA’s have just stopped their fundraising. JW said “thank you very much” and wanted that recorded in the minutes.

**Treasurer’s report**

SJ confirming that she had prepared a report, and If anyone would like a hard copy then she can print it out and get it to everyone.

SJ shared her report:

The total bank balance in September 2019 was £5266.21

The current balance is £2804.83

The main expenses have been:

* New fencing and gate - £1900.00
* Class 1 reading arch - £317.51
* Class 2 outside equipment - £1215.32
* Rear outdoor canopy - £895.00

The main sources of income have been:

* The Big Breakfast - £766.90
* Xmas Fayre - £1118.93
* Tesco Award Scheme - £1166.00
* Christmas cards - £524.50
* Car wash - £357.47

SJ confirming that we have now registered for internet banking, which means that we can now log on and monitor the monies and purchase items much easier.

All of the signatories to the PTA account have now been changed, which include CC, SJ, SG and AO.

For any spending we will need 2 signatories

There is also a funding committee which approves the items that are purchased. This consists of CC, SH, JE and SG.

SJ raised the “Bonus Club”, explaining that this is a really easy way to raise money. SJ asked for everyone to sign up. SJ explained that you pick a number and pay £1 per week. If your number comes up as the bonus ball, then you win £20.

At the moment, there are 13 people signed up. This is a money maker. SJ confirming that we raise £667 per year with only 13 people. Therefore, if everyone signs up it would make us a lot of money.

SJ explained that people have to sign up through the bank.

JW asking if there is any way that paypal could be set up to make the payments easier. Could a recurring payment be made through paypal, or one off payment made throughout the year?

SJ confirming that when we say £1 per week then it seems more affordable. SJ confirming that we should definitely try and push it because it is such an easy money maker.

CC confirming that SJ is doing an amazing job. SJ has turned it around and made the role her own. Everyone agreed that SJ has done a wonderful job.

**Appointment of the Independent Examiner**

CC confirming that Parentkind recommend that we have an independent review of our accounts by someone with the competency to carry it out. This is to make sure that we are acting in the best interests of the school.

CC confirming that Choe Hawkins CH (mom to Joshua in class 2), is a management accountant and has agreed to carry out this task. CC confirming that they were glad to have her on board.

**Election of committee members**

SH confirming that we have not had any nominations for any new committee members. SH therefore nominated CC to be the Chair for a further year

**Votes 8 in favour (unanimous)**

SH then nominated SJ for treasurer

**Votes 8 in favour (unanimous)**

SH then nominated SG as Secretary

**Votes 8 in favour (unanimous)**

CC nominating SH for Vice Chair

**Votes 8 in favour (unanimous)**

**Special business**

Moving forward, because of the generous donation, we now need to register as a charity. CC confirming that she sought advice from Parentkind. There is a step by step account of how to do it, and therefore this can now proceed. CH has offered to help us with that as well.

**Any other business**

CC asking whether there were any other questions. CC was mindful of time and confirmed that we can minute AOB and add it to another meeting.

No other questions were asked.

IH asked whether the £10000 was definitely coming.

CC confirming that it is real. The person who has donated the money, does wish to remain anonymous, but they are real and have intended to donate that amount of money.

With regard to the run, CC confirming that she has the running numbers plus a golden badge to wear to commemorate the achievement.

**Close of business**

CC thanked everyone again and commented that we are a brilliant PTA. A lot of the PTA’s in schools have stopped operating during this period. We have carried on and raised an amazing amount of money. It is not just about the 10k but also the other £800 that we have raised so far. The money does make such a difference to our school and children.