



**Minutes & Actions
PTA AGM Meeting
11th January 2024**

Present:

Charlie Davison
Philippa Calvert
Zoe Wass
Bryony Perkins
Barry Mills
Gemma Martin
Sally Basterfield

Apologies:

Helen Worden
Lizzy Mills
Karen Tucker

1. Welcome from Charlie
2. Minutes from last meeting agreed by all attending

3. Funds

Healthy balance in PTA account. Charlie to follow up with Miss Calvert regarding where the school would like the money to be spent.

4. School Lottery

Set up in process - Gemma Martin to speak to Miss Calvert to gather remaining information.

5. 2023 Events - review

Bonfire Night:

More hot chocolate required next time
Items left over from Halloween Party (glow sticks etc) sold well
More tables / lights / volunteers needed for 2024 event

Christmas Film Night:

Possibly would do it again though films need to be shorter, event needs to be more organised. More popcorn in pre-prepared portions needed.

Some confusion with the PTA holding the Christmas film event on the same day of the week that the school's Film Club normally runs (though that had finished the week before). Maybe hold any future PTA film night on a different day of the week to avoid confusion.

Christmas Fair:

Tables would have to be in main hall next time in order for event to be successful for PTA

Lots of books left over

6. Finances:

Barry presented his latest Finance Report, showing profits of approx. £3,600 raised through events held between September and December 2023.

7. AOB:

- Left over books from Christmas Fair will be sold at a Cake and Book Sale on Friday 9th February 2024 if weather is kind.
- A solid gazebo is required for outdoor events. Barry or Bryony could possibly donate ones they have to the PTA.
- Grandparents Afternoon will be on 7th June 2024. Emily is happy to organise, volunteers are required. Event will be held in school on an afternoon, making use of outdoor spaces. Tea towels will be sold – Charlie to speak to Coral about arranging production of these.
- Halloween Party 2024 – Dance Matt is booked.
- Easter Event for children to be arranged – an outdoor, active event possibly in Percy Fields. Ideas include a sponsored space(bunny) hop/egg dash as well as egg and spoon type races. An orienteering event could also be included.
- Coronation Tree
Tree planted at Coronation event needs plaque installing next to it – Charlie has matter in hand.
- MUGA
Charlie to check with Vicky Manton to see if there has been any progress.

- Volunteers
More volunteers are needed to share the burden of set up and manning events. PTA will create a clear schedule of events between January and July 2024 with individual PTA members taking ownership of events. Hopefully extra volunteers will come forward to sign up in advance to support the events.
- Year Reps to pin schedule of events to top of the WhatsApp Year Groups so everyone has easy access to the future event dates.

8. NEWS:

Charlie is stepping down as Chair, with effect from the AGM in September 2024.

Expressions of interest are invited from anyone who would like to replace Charlie as Chair / be more involved in the PTA.

Co-Chairs are permitted should anyone want to share role with another. Please do have a chat with Charlie or any PTA member if you have any questions.

Date of next meeting 7th March 2024. Everyone is welcome.