

Parsons Heath Parent Teacher and Friends Association Annual General Meeting via Microsoft Teams

Thursday 23rd September 2021

Present

Jessica Glover (JG)	Mrs Stephanie Tew (ST)
Sharon Olding (SAO)	Anna Blewett (AB)
Elaine Miles (EM)	David Kirk (DK)
Claire Newson (CN)	Katie Furlong (KF)
Carl Jones (CJ)	Kimberley Ardin (KA)
Jody Hughes (JH)	Kiran Rafferty (KR)

Agenda Item		Action
1. Apologies	Dani Biscoe (DB)	
2. Minutes of Last Annual General Meeting (20/09/17)	The minutes of the last meeting were agreed. Proposed: SAO Seconded: EM	
3. Matters Arising	The PTFA Charity Status still needs to be sorted.	ALL
4. Chair's Report	JG welcomed everyone to the meeting, especially two new members (DK and JH). The PTFA is here to help raise funds for items that are above the responsibility of the school by raising funds to provide a small item like a glue stick, to a large item like playground markings. Previously we have replaced play bark, so the trim trail could be accessed again and given our year 6 a small token on their last day of a reminder of the lovely years they have spent at Parson Heath. The PTFA runs to be able to provide all pupils at Parsons Heath a little bit extra where possible. We are always after ideas on what the children would like to receive or take part in. Our first year post COVID restrictions and we started slow with break the rules, homemade Christmas cards building to the big guy visiting at Christmas, with an astonishing finish with the fair, which raised a massive amount and a welcome return of a school disco. The attendance of both the fair and disco (most tickets ever sold) shows that the parents, carers and children have missed the events the PTFA offer. It's was also wonderful to see so many children that haven't had the chance to experience the events, have such a wonderful time. I would like to express my thanks for all members of the PTFA team, you have done a superb job, a special mention to Elaine, who has spent time with Kimberly, handing over the treasurer role and her knowledge. In addition a separate thanks to Andrea for her help and support over the last 7 years. We will miss them both. A massive shout out to Carl, who worked many, many hours doing the summer fayre and obtaining one of the best hook a ducks Parson Heath has seen. Due to other commitments I am stepping back this year, however, I hope that the success of the summer fayre will mean a Christmas fayre will be on the cards, along with other favourites such as break the rules day, and discos. I'm hoping we can encourage more people to join us, diversity in PTFA members is key, to be able to adjust our events so all attendees can find them beneficial. Everyone brings something different to the table and we need all different skills. Everyone's voice should be heard. Thank you all for a wonderful 2021/2022 PTFA year. Please continue to support us with either your time, money or if feeling generous.....both.	
5. Treasurers Report	The current balance in the account is £7097.71 and a reminder that a buffer of	

	approx. £1000 was always left for any items that need paying ie: insurance, licences etc. EM and KA handed out a summary of accounts to all present. The Your School Lottery has once again show that it is a fantastic way of raising funds with little work for the group, we just need to encourage more take up. The Deposit has been paid for the Panto for the school for this December.	
6. Appointment of an Independent Examiner of Accounts for the year ending 31/08/2022	Mr Terry Gray has kindly agreed to be our Independent Examiner again this year. EM will be passing the books to him within the next week or so.	EM
7. Election of Officers	Our current Chair, joint Secretaries and one of the Treasurers have stood down at this meeting. The meeting was informed that to run a PTFA there must be minimum 3 officers (Chair, Treasurer and Secretary) and then a number of committee members. Nominations were asked from the members for any Officer Roles. CJ offered to take the role of Chair, there were no objections on this. Proposed: EM Seconded: KR all agreed. Information was given as to the role of the Secretary and conversation was had amongst members. SAO has agreed to take this on, there were no objections on this. Proposed: JG Seconded: CJ all agreed. KA has agreed to continue with the Treasurer role, there were no objections on this. Proposed: CJ Seconded: JG all agreed. Thanks was given to EM for all her support over the years and a small gift and card were presented. Vice Chair: JG has agreed to stand as Vice Chair Proposed: CN Seconded: AB all agreed. Committee members: The following committee members were voted on by the officers of the PTFA: CN, KF, DB, ST, DK, KR, JH, AB	,
8. AOB	New members to be added to the WhatsApp group by JG. The following suggestions were listed and agreed: 21.10.22 - Break the Rules Day maximum of five rules – funky hair, odd socks, nail varnish, tattoo's, wrong jumper – 50p per rule broken Letter to go to parent saying that we will be trialling a contactless system for the break the rules day. Discuss at next meeting as to how this will work. 02.12.2022 - Non-uniform Day for Christmas Fair 09.12.2022 - Christmas Fair, time to be confirmed 03.02.23 – EYFS/KS1/KS2 discos March 23 – Quiz Night. SAO to check whether Mr Bull is happy to continue	JG ALL SAO

	07.07.2023 – EYFS/KS1/KS2 discos Further suggestions made were to investigate a movie night, look into using a cashless payment system for events. CJ/DK will investigate best options ie: mobile app, BACS transfer, tokens etc. Mixed meetings were suggested for those that could not attend in person. This was discussed but felt it could be problematic due to discussing sensitive or confidential items. To be discussed further at a later date. Uniform Exchange – AB to organise. Survey to go to parents asking how we can improve support for our events, what they would like to see us provide, etc. CJ to investigate.	CJ/DK AB CJ
D.O.N.M	13.10.22 - 18:00pm – focus on what to spend money on 10.11.22 - 18:00pm 08.12.22 - 18:00pm 12.01.23 – 18:00pm 09.02.23 – 18:00pm 09.03.23 – 18:00pm 11.05.23 – 18:00pm 08.06.23 – 18:00pm 13.07.23 – 18:00pm 14.09.23 – 18:00pm PTFA AGM Discussion followed and it was agreed that the meetings would be held on the 2nd Thursday of each month in School – allowing for school holidays, events etc.	

Meeting closed at 19:20pm