

AGM minutes

Thursday 10th December 2020 via Microsoft Teams

Attending:

Martin Docherty (Chair)
Laila Chowdhry (Vice Chair)
Jane Barnes (Treasurer)
James Fisher (Headteacher)
Kasha Wood
Tanya Furst
Jacqui Spradbery
Piali Das

MD - Chairman's report

This has obviously been a strange year and unfortunately the PTA has not been able to fundraise with the usual events and activities. Our second disco and other planned events were all cancelled. We are holding onto the disco money and this will carry over for when the event can safely take place.

Easy Fundraising and donations via our website/parent pay have been the only source of income since lockdown.

JB - Treasurer's report

A copy of this report can be found on the PTA website. As of 01/01/20 the opening balance was £1,789.18.

The following was raised in 2020:

Disco ticket sales - £472.65 This event was cancelled due to Covid and no one has requested a refund so we have decided that it will carry over until the event goes ahead.

Easyfundraising - £23.31

Donations - £219.70

The closing balance as of 15/11/20 was £3,832.57 with £188.27 in petty cash. We have duplicate payment of £1330.00 for the sale of the tickets for the first disco, which needs to be refunded back to the school. Will find the best way to do this, possibly a cheque back to the school.

We acquired charity status in May 2020.

Talked very briefly about Gift Aid, the rules around this are quite complex and we don't think they will benefit us just yet but maybe moving forward when we do some events possibly next year. JB requested, if anyone had any knowledge on the subject, then could they please advise and help in this regard.

We have to nominate a financial year end and it was decided that 31st January would be appropriate.

Actions: JF said the School's financial Officer may be able to help with the gift aid and he will contact him/her.

LC - Re election of Committee Members

Election of committee members is done annually at the AGM.

Chair: Martin Docherty

Vice Chair: Laila Chowdhry

Treasurer: Jane Barnes

If no one had any objections we decided to continue these roles for this year as we felt 2020 had been an uneventful year. We want the PTA to be back into the full swing of things before roles are handed over. The rest of the committee is to stay on and roles will be reviewed at AGM 2021.

Everyone present agreed to this.

LC- Fundraising activities for 2021

Had a few ideas like a tuck shop at the end of each term with minimum people selling and possibly out on the forecourt but JF has confirmed that until vaccines have been given to the majority of population in accordance with government guidelines we will probably not be able to carry out any usual fundraising for at least the first half of 2021.

JF- The school has decided to do a Christmas Jumper day and they have asked parents/students for a donation via parentpay. This year the donations will go directly to the PTA. This will take place on Wednesday 16th December.

In terms of raising the profile of the PTA, JF suggested holding some more smaller zoom meetings with some of the year 7 parents. One of our newest members Jacqui Spradbery suggested that this would be a great idea as a lot of the year 7 parents have not been introduced to the PTA properly. Another fundraising suggestion from Jacqui was putting 20p coins into a smarties tube and sending in.

Actions: PTA to arrange to speak with parents of year 7 via zoom.

MD asked JF for a list of items the school needs so that when we ask parents for donations, we can be specific and say we are working towards purchasing x.

JF said they would like:

1. trampoline so that they could run a club, this would cost around £4,700.
2. Curtains, lights and possibly stage for the hall.

We have enough to be able to purchase the Trampoline right now. The school could raise a purchase order and we could pay directly or transfer the money to the school account.

Actions: JF to send details of the items required by the school.