

**St Leonards School PTFA**

**AGM**

**Monday 24<sup>th</sup> September 2018 at 7pm**

**Present:** Becky Packham, Louise Jarvis, Ishrat Hanif, Kate Hassall, Faye Hosler, Caroline Debus, Linda Keane, Vicky Bint , Lorraine Squire

**Minutes:** Lorraine Squire

**Apologies:** Gemma Lane, Martine Norris, Samantha Wasilewski, Liz Turner, Leone Allsop, Karen Dancer.

Lorraine opened the meeting by thanking everyone for coming.

**Chairs Report / Summary of events 2017/18**

We have held a number of events this year

Bag 2 School Collection

Christmas Fair

Christmas Disco with a visit from Santa

Family Bingo

Valentine Disco

Summer Raffle

Summer Fete

Summer Camp Out.

Refreshments for school Productions.

Events were well attended and people that attended gave good feedback.

The Christmas Fair was a nice event and we had the added bonus of having the new nursery building to use.

We changed the day of the fete this year to a Friday after school, most feedback received thought this was a good move and it was lovely to see people milling about on the field socialising as well as looking around the fete. The weather was kind to us, our local town Mayor was able to drop in and we held a design your own flag representing the nations and the world cup. We took on board our evaluation comments from last year's fete and limited outside stalls.

Mrs Debus organised the raffle again this year which was well supported and the prizes were fantastic. We had good support from local businesses.

The Christmas and Valentines discos were well attended. Learning from last year we did not have a leavers disco this year. The year 6 leavers organised their own dinner celebration which was exclusive to them. We did support them to fundraise for this activity at the Christmas fair and school fete. They also held a fiver challenge during the year which they organised independently from the PTFA

The school camp out was a fantastic event – this was more of a social event rather than a fundraiser. The children loved being able to sleep on the school grounds and we have been asked several times if we will repeat this event again in the future.

Evaluating the years activities there are things we could learn from and do differently in future.

- Events that are to be held after school – we need to bear in mind the need for tables etc as setting up is an issue when equipment is still needed in school.
- The arena was missed at the school fete this year, which was an unfortunate oversight as we hadn't realised it was still being used for Nursery.
- We cancelled the scheduled pamper night in January due to very low numbers booking. This could be due to the time of year that it was scheduled for. We also incorporated our world foods into the fete rather than having it as a separate activity this was to be mindful of Ramadan.

We had been asked about the PTFA helping to run Bikeability courses during the year however this wasn't something we could take on.

We began looking at Charity status for the PTFA and this is a task that will need to continue into this academic year.

Samantha Wasilewski stepped down during the year as joint chair and Cera Woods stepped down as Secretary and has since left the school.

We discussed options going forward for the PTFA and everyone present agreed that they wanted the PTFA to continue. Although attendance at PTFA meetings has been low and it appears to be the same people attending all the time we do get offers of help for events when required. Going forward we need to encourage new members especially from the lower years in the school with the hope of retaining them as members for the duration of their child's time at the school.

This year has been a challenge for a small number of people but we stood committed and managed to get the job done.

## **Finance**

Lorraine shared the finance report for the financial year. Copy attached.

Projects funded this year include

Hoodies	£701.30
Tom Palmer (Author)	£640 (Inc expenses)

New reading materials            £1500.00 (£100 for each Class)

We also purchased the disco equipment for the school for £300. This has always been used by us but has in fact always been on loan. Within purchasing the disco equipment we also secured that Callum will do this year's discos for us (up to 3), he will also train people how to use the equipment going forward.

We carry over into this new academic year £3700.00 and will welcome funding requests from staff. Our only request currently is to support Science week and we also need to allow for funds for the purchase of hoodies for July 2019.

### **Agree PTFA committee**

The meeting elected the following people to office for this coming year.

Chair: Lorraine Squire

Vice Chair: Becky Packham

Secretary: Louise Jarvis

Treasurer: Gemma Lane

Teacher Rep: Caroline Debus

School Rep: Linda Keane

### **Future meeting dates and events / AOB**

We discussed the possibility of having an Asian night and a get to know us coffee afternoon. Ishrat said she was happy to look into this and explore if there will be support from the Asian community in school.

Kate is going to continue with the Tuesday coffee morning with the help of Faye.

We also discussed the possibility of us having a presence at parents evening again this year and doing our own newsletter about the PTFA.

We will hold the Christmas disco with Santa again this year, date to be confirmed with Miss Moon but will most likely be the first Thursday in December (6<sup>th</sup>).

GDPR permission was given by those present for communications via various methods of which a list is held. Future members will be asked to give their consent in the same way. Consent will last for the academic year and will need to be reviewed annually.

**Next PTFA Meeting Monday October 29<sup>th</sup> at 7pm.**

