PTA AGM Meeting 28.6.22

Committee members in attendance at start: Sarah Vaughton, Haley Hills,
Committee members in attendance at 6.15: Michelle Stacey (6.15) Daniel Oliver (6.20)
Non-committee in attendance: Soli Vela, Mrs Boyle, Rachel Sprigge

	Minutes	Action
1	Welcome and apologies for absence – Our constitution does not specify the numbers required in attendance for an AGM. Meeting can proceed.	
2	<u>Chair's report for 2022 – Will send round on email</u> Sarah shared Chair's report for the year. Chairs took over in January. Chairs and treasurer now have access to the bank and are working on their reports. Treasurer needs to do reports for the past two years and submit as this has not been completed. Thank you to staff for their help and office for their help liaising. <u>Headteacher's report – Will send round on email</u> Mrs Boyle shared Headteacher report. She thanked the PTA committee. Two projects for the year ahead: 1. KS1 – The Hat Factory event 2. Forest School teaching area Mrs Boyle will email the quotes to the PTA so we can put a figure on our target. PTA all in agreement to support both projects. Within the next 12 months we would like to be able to raise the funds for the Forest School teaching area. This would be using funds in bank and also projects for the year ahead.	
3	<u>Treasurers report for 2022 – verbal report from January 2022</u> Valentines – £289 Disco – £854	
4	<u>Election of new committee members</u> **Co-Chairs – Sarah Vaughton and Haley Hills** *First: Soli Indge* *Second: Mrs Boyle* **Treasurer - Daniel Oliver** *First: Sarah Vaughton* *Second: Haley Hill* **Secretary – Soli Indge** *First: Daniel Oliver* *Second: Sarah Vaughton* **Communications Officer – Michelle Stacey** *First: Daniel Oliver* *Second: Mrs Boyle*	
5	<u>Committee discussion on plans</u> Circus November Disco Christmas – Letters, Christmas Cards, Santa Shop Valentines - Spring quiz- March April Disco Tea towels/Water bottles Donut sale after school – First one this term 15th July	

	New parent packs	
	Other ideas discussed to be added: Summer Fair Christmas Fair Committee/Mrs Boyle were keen on investigating a Summer Fair in 2023. Actions: *1.Sarah to email dates of the donut sale to school.* *2.Haley, Michelle, Liz, Rachel are able available to man the stall.* *3.Soli to make poster advertising.* *4.Google doc for the pre-order – Michelle 6 or 12* *5.Daniel to speak to Magda about providing Gluten free/Dairy free.* *6.Class rep for each class – As an option to help with comms.*	SV HH MS RS SI MS DO SV
6	<u>AOB</u> None	

Summary of Actions Agreed – AGM			
Action Point	Action/s	Time Scale	Responsibility
1	*Sarah to email dates of the donut sale to school.*	ASAP	SV
2	*Haley, Michelle, Liz, Rachel are able available to man the stall.*	15.07.22	HH MS RS
3	*Soli to make poster advertising.*	ASAP	SI
4	*Google doc for the pre-order – Michelle 6 or 12*	ASAP	MS
5	*Daniel to speak to Magda about providing Gluten free/Dairy free.*	ASAP	DO
6	*Class rep for each class – As an option to help with comms.*	Next meeting agenda	SV