

PTFA  
Minutes from meeting Thursday 4<sup>th</sup> October 2018  
3.40pm

**PRESENT**

Jackie Anders - SECRETARY

Lisa Coates – EVENTS COORDINATOR & TREASURER

Linda Grounds

Catherine Ireland - PRESIDENT

Louise Lomax - TREASURER

**APOLOGIES**

Received from Mrs Murphy. Mrs Morton came to the meeting but had work commitments and was the only parent there.

**MINUTES OF PREVIOUS AGM**

Mrs Ireland and Mrs Coates agreed they were a true record.

**PRESIDENTS WELCOME**

The President, Mrs Ireland thanked the PTFA for all the hard work. The President said she had been disappointed that more parents had not volunteered during the year to help at events. Letters sent out regarding each event had asked for volunteers but unfortunately no-one had attended. The PTFA was promoted at new intake meetings and in the new starter packs and the PTFA had been hopeful that more parents would come along to join us.

The President mentioned the Autumn discos last year and said they had still gone ahead despite a lack of volunteer helpers. Complaints had been received from parents who had missed deadlines for tickets and had found it hard to understand that deadlines had to be put in place so numbers were catered for correctly and to allow time to ensure we could guarantee adequate legally required supervision for the discos. She thanked the PTFA for agreeing to extend the date and a letter had gone out asking for more volunteers. Additional staff in school agreed to stay and supervise all 4 discos rather than cancel these events and disappoint the children. The President was concerned that parents may not realise that PTFA events were organised and supervised voluntarily by the staff and committee in their own time. A considerable amount of time in the evenings and weekends was spent purchasing items needed for events, printing tickets, distributing letters and tickets etc. The President thanked the committee and staff for their help during the year.

The President said moving forward we now needed to be clear about which events should be school events and therefore run by staff and which events would be run by the PTFA.

**CHAIRMAN'S REPORT**

No report due to absence of Chairman

### **TREASURER'S REPORTS**

Mrs Coates gave out the annual treasury report and overview. It was noted the Bunny Fun and Bingo had made a profit of £510. The discos had made £850 but that was over 6 discos during the year. i.e. Y1, Y2, Y3 & 4 and Y5 & 6 Halloween discos, Yr 3 & 4 and Y5 & 6 Valentine discos. These required a high level of supervision.

The Christmas and Summer Fayres made just over £3,200 combined

Donations were made to school of £2000 for reading books and £1000 towards end of year events including year 6 leaver's party, Whole school Royal wedding party etc.

At the end of the year the balance was £6,035.10

### **NOMINATIONS OF OFFICERS**

To be discussed at future meetings.

### **TARGETS FOR THIS YEAR**

It was agreed any funds available would go towards much needed new playground markings and Curriculum initiatives to include activities and items for themed weeks and community events.

### **FORTHCOMING EVENTS**

Due to committee now being so small it was agreed not to organise events this term. To avoid disappointment to the children the Christmas Fayre and the Summer Fayre would now become School organised events but proceeds would go to the PTFA. Future events would be discussed at the next meeting and would depend on volunteers.

### **AOB**

Charity registration - Mrs Lomax and Mrs Anders agreed to complete annual forms.

### **DATE AND TIME OF NEXT MEETING**

To be confirmed