

**Salford School PTA AGM**  
**Monday 8 November 2021**

**Present:** Mrs Sage, Ali Williams, Janet Allen, Becky Knight, Emma Willett, Jody Sparey, Amanda Hawkins, Sarah Macnaughton, Kathryn Hale, Liz Sypko, Ciara Fraser, Rajinder Boucher, Laura Tallo, Charlotte Mulready, Sarah Thomas, Amy Lawrence, Anita Bignell, Rowena Davis, Dayna Wetherall, Clare Harding and Charlotte Seavill.

**Item**

**1.0 Apologies**

Amy Andrews

**2.0 Welcome to the meeting**

2.1 Mrs Sage thanked all committee members for their support and hard work fundraising over the past year, in what was a challenging year for fundraising where we had to think outside the box but still raised a great amount of money for the school. A big thank you also to all parents and staff who have helped at, and supported events. Thank you to Ali W for work secretary, Ciara F as our treasurer and all of the committee members (Anita, Liz S, Kathryn, Rebecca, Janet, Sarah.

2.2 The minutes of the previous PTA AGM held on 09 November 2020 were agreed as an accurate record with no actions carried forward.

**3.0 Treasurers Report**

3.1 CF noted that the year-end accounts will be verified by an independent account before being submitted to the charity commission.

3.2 CF reported that the amount raised this year is approximately £10k made up from the following events: Summer Fair approx. £3.8k, Christmas raffle approx. £1.9k, Christmas cards approx. £1k, Cake Sales approx. £1k, pizza night approx. £1.5k and uniform sales approx. £1k.

3.3 During the year approx. £8.3k was spent including the following projects: Forest School approx. £2k, Activities for the children including the snow dome and super pirates approx. £1k, Books and planners approx. £1.7k, Play equipment approx. £1.5k. The PTA also organised a number of treats for the children including lollies at sports day, free trails, and competitions.

3.4 CF reported that the current PTA bank balance is approx. £12k.

**4.0 Election of Officers and Committee**

Chairperson; Treasurer; Secretary and PTA Committee Members to be elected.

**4a Election of Chair of PTA**

Mrs Sage confirmed that she was happy to take on this role again.

Proposal: Mrs Sage be the Chair of Salford PTA for the academic year 2021-2022. This was proposed by Sarah Macnaughton and seconded by Becca Knight.

A vote was taken on the proposal and was unanimously carried.

**Item**

**4b Election of Treasurer of PTA**

Mrs Sage noted that Ciara Fraser has agreed to continue the role of Treasurer for the academic year 2021-2022.

Proposal: Ciara Fraser to be the Treasurer of Saltford PTA for the academic year 2021-2022. This was proposed by Liz Sypko and seconded by Sarah Macnaughton.

A vote was taken on the proposal and was unanimously carried.

**4c Election of Secretary of PTA**

Mrs Sage asked Ali Williams if she would like to stand as Secretary of Saltford PTA for the academic year 2021-2022 and Ali confirmed she was happy to continue in this role. Mrs Sage therefore formally asked Ali if she would stand as Secretary and she agreed.

Proposal: Ali Williams to be the Secretary of Saltford PTA for the academic year 2021-2022. This was proposed by Becca Knight and Jody Sparey.

A vote was taken on the proposal and was unanimously carried.

**4d Election of the PTA Committee**

It was briefly explained that anyone could volunteer to be a committee member however by doing so members were committing to attend meetings and get involved in organising events to raise funds for the school, committee members also have a vote on spending of PTA funds.

The following existing members confirmed they still wished to be committee members for 2021-22: Amanda Hawkins, Anita Bignell, Becca Knight, Emma Willett, Janet Allen, Jody Sparey, Liz Sypko, Kathryn Hale, Sarah Macnaughton, Amy Andrews, Rajinder Boucher, and Laura Tallo

The following people confirmed their wish to be considered as committee members for the coming year: Rowena Davis, Clare Harding, Charlotte Seavill and Sarah Thomas would like to be considered.

Therefore, the committee members for the 2021-2022 academic year are confirmed as follows:

- |                      |                       |
|----------------------|-----------------------|
| 1. Sarah Macnaughton | 9. Amy Andrews        |
| 2. Amanda Hawkins    | 10. Kathryn Hale      |
| 3. Becky Knight      | 11. Liz Sypko         |
| 4. Jody Sparey       | 12. Rajinder Boucher  |
| 5. Anita Bignell     | 13. Rowena Davis      |
| 6. Emma Willett      | 14. Clare Harding     |
| 7. Laura Tallo       | 15. Charlotte Seavill |
| 8. Janet Allen       | 16. Sarah Thomas      |

Miss Charlotte Mulready is the school teaching representative for 2021-21

**END OF FORMAL MEETING**

## 5.0 **Minutes of the PTA Meeting 13 September 2021 and Actions Arising**

5.1 The minutes were agreed as accurate.

## 6.0 **Review of events so far**

6.1 **Firework Night** – Mrs Sage thanked Sarah M and the team for all of the hard work that went into planning the event which was a great success. Sarah M thanked everyone for their help and support. Mrs Sage also thanked Mobius for supplying the lights. Things to bear in mind for next time:

- less food to be ordered as quite a bit left over,
- suggestion as to whether to sell alcohol next time? Could be a consideration but may affect licensing requirements.
- Access requirements as due to the one way system some people with buggies had to use stairs
- We leaflet houses on the boundary of school to let them know it is happening, normally we advertise in SCAN but as this year it was for school families only we didn't so could consider providing notice on some FB groups such as Saltford Dog Walkers.

6.2 **Christmas Cards** – Arrived in school today, Laura asked for helpers to support organising into classes for distribution. Laura will arrange via PTA planning page. Approx. £1354 has been raised. Thanks to Laura for coordinating.

6.3 **Cake Sales** – Year six cake sale raised £235 and Year one £301. Teachers have been informed so they can talk to the children to buy resources. Next sale will take place on 26 November for year three. Liz Sytko to lead. Rajinder to draft a cake sale guidance checklist.

6.4 **Uniform Sale** – Ciara noted that a big sort out was done at the beginning of the academic year and lots of non logo items have been removed as we have so much and this often doesn't sale. Agreed that this could be donated to charity, Ciara would like to step down from organising this so needs a new lead.

## 7.0 **Christmas Events and Forward Planning**

7.1 Options for Christmas events in lieu of the Christmas Fair were discussed. Options being explored include a visit from Santa. Jody Sparey organising, the idea would be that Santa could visit the school one day (poss 16 Dec) with books for children. Parents would be asked to make a donation towards the books with no child missing out as the PTA would subsidise if required. Dayna is looking at book options and will speak to teachers re upper KS2 options. Liz S can help set up ticket sales.

7.2 Amanda has agreed to organise a raffle made up of hampers. A mufti day will be held on a date TBC and parents will be asked to donate items suitable for a hamper. Laura T and Sarah T have offered to help AH coordinate.

7.3 Laura T suggested making 'cookies in a jar' and Rajinder suggested that could also do a Christmas craft. Laura, Rajinder, Liz and Clare Harding to look at ideas in more depth and make a plan.

- 7.4 Disco pencilled in for Fri 28 Jan, this will be discussed further at our meeting in January where a decision would be taken on whether it will go ahead based on local Covid numbers. It had been raised at parent voice whether reception children should have their own. Those present felt that it may not be such a good atmosphere and that as year one have not had a disco yet then it may be best to keep it EYFS and KS1 together.
- 7.5 Film night – March, will need someone to lead.
- 7.6 Amanda H will look at a date for a possible Adults quiz/disco in April/May,
- 7.7 World Book Day Competition. Clare H and Dayna W to look at options for a competition, ideas so far include Ready Steady Read and a Book Bingo Challenge. Discussion about dressing up – all present thought it was a good idea with low key options possible for dressing up so parents don't feel pressure to buy a one off outfit.
- 7.8 Mrs Sage noted we could have an Easter themed event, Rowena mentioned an egg rolling idea, to be discussed further at Jan meeting.
- 7.9 Summer Fair – Sat 2<sup>nd</sup> July. Discussion about whether to have an in school event like this year or a full event as previous years. Rajinder would like to be involved in a subgroup, need a lead – to be agreed in January meeting.
- 8.0 **Any Other Business**
- 8.1 Suggestion made to buy hotdog cooker for future events however Laura has offered use of catering hot plates so not needed at the present.
- 9.0 **Date and time of next meeting** – Monday 10<sup>th</sup> January 2022