

**Salford School PTA AGM
Monday 9 November 2020**

Present: Mrs Sage, Ali Williams, Janet Allen, Becky Knight, Emma Willett, Ruth Presswood, Suzanne Young, Jody Sparey, Amanda Hawkins, Sarah Macnaughton, Kathryn Hale, Liz Sypko, Ciara Fraser, Nikki Hodkinson, Rajinder Boucher, Laura Tallo

Item

1.0 Apologies

Anita Bignell, Claire Harrison

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. A big thank you also to all parents and staff who have helped at, and attended events that were able to go ahead up until March 2020 and prior to Covid. A big thank you to Andy Butterworth who has been our treasurer for many years, Andy has done a hand over to Ciara Fraser who is our new treasurer for the 2020/21 academic year.

2.2 The minutes of the previous PTA AGM held on 11 November 2019 were agreed as an accurate record with no actions carried forward.

3.0 Treasurers Report

3.1 CF noted that the year-end accounts dated August 2018 will be signed off and sent to the Charities Commission. This is in hand and should be completed within the next couple of weeks. CF will then look to finalise the latest years accounts.

3.2 CF reported that the amount raised, after expenses, up until March 2020 was £14.5k This included the following events: Christmas Fair approx. £2500, Childrens Disco's approx. £1.5k, Cake Sales approx. £1k, Adult Disco approx. £2k, Fireworks approx. £3.7k, Christmas Cards approx. £1.3k and uniform sales approx. £1.2k.

3.3 During the year approx. £10.8k was spent on the following projects: approx. £4.3k on the secret garden, £1.9k on Jigsaw resources, approx. £1.6k on books, £1k on KS2 planners, and other learning and play resources totalling £2,000 (Including a large writing corner and room scene shop).

3.4 CF reported that the current PTA bank balance is £8316.

3.5 CF noted that she is currently being added to the PTA bank account to enable her to process transactions. All expense claims should now go to Ciara who will liaise with Andy for processing until the account changeover is complete. A review of those named on the account will take place once Ciara has been added.

Item

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 Saltford PTA for the academic year 2020-2021. This was proposed by Ruth Presswood and seconded by Becca Knight.

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

4b Election of Treasurer of PTA

Mrs Sage noted that Ciara Fraser has agreed to take up the role of Treasurer for the academic year 2020-2021.

Proposal: Ciara Fraser to be the Treasurer of Saltford PTA for the academic year 2020-2021. This was proposed by Ali Williams and seconded by Jody Sparey.

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 2020-2021 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 2020-2021. This was seconded by Suzanne Young and Sarah Macnaughton.

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

4d Election of the PTA Committee

It was briefly explained that decisions on PTA spending could only be made by elected PTA committee members and that anyone could volunteer to be a committee member.

The following existing members confirmed they still wished to be committee members for 2020-21: Ruth Presswood, Amanda Hawkins, Anita Bignell, Suzanne/Matt Young, Becca Knight, Emma Willett, Janet Allen, Jody Sparey, Liz Sytko, Kathryn Hale and Sarah Macnaughton.

The following people wish to step down this year: Claire Harrison, Chris Prideaux, Caroline Flynn

The following people confirmed their wish to be considered as committee members for the coming year: Amy Andrews, Rajinder Boucher and Laura Tallo would like to be considered.

Item

Therefore, the committee members for the 2020-2021 academic year are confirmed as follows:

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|-----------------------|----------------------|
| 1. Sarah Macnaughton | 9. Janet Allen |
| 2. Amanda Hawkins | 10. Kathryn Hale |
| 3. Becky Knight | 11. Liz Sypko |
| 4. Jody Sparey | 12. Rajinder Boucher |
| 5. Anita Bignell | 13. Amy Andrews |
| 6. Suzanne/Matt Young | 14. Laura Tallo |
| 7. Emma Willett | |
| 8. Ruth Presswood | |

END OF FORMAL MEETING

5.0 Minutes of the PTA Meeting 14 September 2020 and Actions Arising

5.1 The minutes were agreed as accurate.

6.0 Review of events so far

6.1 **Pumpkin Trail and Glow** – Over 74 houses took part and the trail was enjoyed by many families and local residents. The trail raised a total of £351 including donations, gift aid and a £20 donation from SCA. Thank you to Ruth Presswood for coordinating.

6.2 **Poppy Trail** – Over 40 houses registered for the trial but many more have decorated their windows. All donations from this trail will go to the Poppy Appeal. Mrs Sage noted that the school will be holding remembrance services in classes and that the last post will be played on the school field.

6.3 Mrs Sage noted that St Mary's Church are organising a Nativity Trail around the village, details have been sent via the school newsletter, 24 houses are needed to decorate their windows, Emma King is coordinating.

6.4 **Christmas Cards** – Ruth is organising, all orders have been submitted online and approximately £1.1k has been raised for the school. Orders are expected in the next couple of weeks, RP to liaise with DS about access to sort and distribute orders, BK, SY and LT offered to help.

7.0 Christmas Events and Forward Planning

7.1 Options for Christmas events in lieu of the Christmas Fair were discussed. It was agreed that we would look to hold the secrets room (unfortunately since the meeting it has been agreed that this is not viable at the present time).

7.2 Amanda has agreed to organise a raffle made up of hampers. A mufti day will be held on Friday 27 November and parents asked to donate items suitable for a hamper. AH to send out full details this week.

7.3 Mrs Sage noted that the class parties will take place on Friday 13 December, DS to see if it would be possible for Santa to make a socially distanced appearance on this day.

Item

- 7.4 Ruth noted that the Santa Dash is virtual over a two-week period this year and is being run as a family event. Children who enter could seek sponsorship that could be donated to the PTA. Details of this will be shared with parents.
- 7.5 Laura has written a proposal for a bookmark competition to coincide with World Book day in March. Children will be able to enter a design for £1 and the winning designs will receive a book voucher. Laura will seek to get these donated or sponsored but if this is not possible the committee agreed to these being purchased for the Key Stages.
- 7.6 Liz will look at the alternative to a cake sale in the new year.
- 7.7 Liz put forward an idea to set up an Amazon Wish List for the school/classes to enable parents to purchase items as a donation if they wish in lieu of attending events. A suggestion was made to try to include local retailers. This will be looked at again in the new year.
- 7.8 Mrs Sage noted that the proposed date for the Summer Fair is Saturday 3rd July and we will need a volunteer to coordinate.
- 8.0 **Any Other Business**
- 8.1 Ali noted that as we now know the bank balance, we could revisit two bids made at the last meeting:
- 8.1a Miss Evans requested £432 to purchase 50 new sets of headphones to replace all of those in the ICT suite and have some for use within classrooms as the current stock are failing. All present voted in favour of this expenditure.
- 8.1b Mrs Sage had requested the annual donation of funds for books. This money would be used to increase the number of books within the schools reading scheme as these are extremely low due to current quarantining timescales. All in favour agreed to allocating £2k to this request.
- 8.2 Mrs Sage was asked what other priorities the school has, the school pond and a sandpit on the field were noted. Amy suggested Avon Wildlife Trust may be able to supply volunteers to help with the pond, Amy/Mrs Sage to follow up.
- 9.0 **Date and time of next meeting – Monday 11th January 7:30pm via zoom**