

**Salford School PTA AGM
Monday 11 November 2019**

Present:

Item	Action
1.0 Apologies	
Ali Williams and Sarah Macnaughton	
2.0 Welcome to the meeting	
2.1 Mrs Sage thanked everyone for their support and hard work in what has been a record year for fundraising.	
2.2 The minutes of the previous PTA AGM held on 09 November 2018 were agreed as an accurate record with no actions carried forward.	
3.0 Treasurers Report	
3.1 Andy presented a copy of the financial report for the year Aug 2018-Jul 2019, during which over £32,000 was raised. This included the following events: Summer Fair £6,800, Christmas Fair £2,550, Disco's £1,350, Cake Sales £1,450, Sports Day Refreshments £375, Circus £2,500, Movie Night £450, Adults Quiz Night £1,650 and Uniform sales £340.	
3.2 During the year £13,000 was spent on the installation of outdoor forts and trail equipment, £1,000 was spent on workshops and projects, £2,000 on books and £4,000 worth of learning and play resources in the school.	
4.0 Election of Officers and Committee	
Chairperson; Treasurer; Secretary and PTA Committee Members to be elected	
4.1 Election of Chair of PTA	
Mrs Sage confirmed that she was happy to take on this role again.	
<u>Proposal</u> : Mrs Sage be the Chair of Salford PTA for the academic year 2019-2020. This was proposed by Caroline Flynn and seconded by Amanda Hawkins	
A vote was taken on the proposal and was <u>unanimously carried</u> .	

4.2 Election of Treasurer of PTA

Andy Butterworth agreed to the role of Acting Treasurer for the first six months of the academic year 2019-2020. Ciara Fraser will also take on Acting Treasurer for the academic year 2019-2020 whilst she takes over the accounts from Mr Butterworth, this allows a six-month hand over.

Proposal: Andy Butterworth to be the Acting Treasurer of Saltford PTA for the first six months of the academic year 2019-2020 and Ciara Fraser to be Acting treasurer for the full academic year 2019-2020. This was seconded by Jody Sparey.

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

4.3 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 2019-2020 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 2019-2020. This was seconded by Emma Willett.

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

4.4 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.

2019-2020 Committee Members are therefore confirmed as follows:

- | | |
|----------------------|---------------------|
| 1. Ruth Presswood | 7. Emma Willett |
| 2. Anita Bignell | 8. Jody Sparey |
| 3. Amanda Hawkins | 9. Janet Allen |
| 4. Suzanne Young | 10. Kathryn Hale |
| 5. Rebecca Knight. | 11. Liz Sypko |
| 6. Sarah Macnaughton | 12. Claire Harrison |
| 7. Caroline Flynn | 13. Chris Prideaux |

END OF FORMAL MEETING

Saltford School PTA
Monday 11 November 2019

Present: Mrs Sage, Ruth Presswood, Ruth Hayden, Chris Prideaux, Andy Butterworth, Liz Sypko, Caroline Flynn, Ciara Fraser, Janet Allen, Becca Knight, Kathryn Hale, Suzanne Young, Emma Willett, Jody Sparey, Amanda Hawkins, Claire Harrison, Jane Rowland, Anita Bignell

Item

1.0 Apologies

Ali Williams & Sarah Macnaughton

2.0 Minutes of the PTA Meeting held 09 September 2019

The minutes were agreed as accurate.

3.0 Event Feedback and Forward Plan

3.1 **School Disco** – Thanks to Janet, Claire and Liz for co-ordinating the event. Printed tickets are not needed on the door and the PTA will be using Q-Flow to keep a record of children on site. Recycling bins were used less successfully by the children, suggested we stick the item/labels on the lid for the children to see which items to place in which bin. Children bringing their own water bottles also meant we had less plastic waste. Glow paints face painting worked well – thank you to the Year Six children who ran this.

3.2 **Christmas Cards** – Becky Knight is co-ordinating. Hand in date to be reviewed in 2020. The PTA will consider the ordering system going online for 2020 to reduce admin.

3.3 **Cake Sales & Uniform Sales** – Thanks to Sally Sneddon and the team for organising the uniform sales. There will be a Black Friday sale on 22 November. The PTA will give any unsold unbranded uniform to a charity in Bath as much of the uniform has remained unsold to help reduce stock that is stored.

3.4 **Fireworks Display** – Thanks to Ruth for organising the event. £3648 was raised. Thank you to the teachers and parents for helping with food on the night. Suggested that time slots are smaller so others can help when back from work. Next year the wristbands will become tickets and will be sold online only.

3.5 **Christmas Trees** – This cannot be done this year, a decision will need to be arranged at the June meeting to allow time. Suggested selling of Pumpkins before half term in October 2020.

3.6 **Christmas Fair** – Caroline is leading. Raffle tickets hopefully in book bags on Friday 15 November. Class competition ends on 4 December. Someone needed to run the Christmas café on the night, Becky Knight to buy stock. 29 November is non uniform day. 3 December is prep night in ESST from 6:30pm, Caroline to supply mince pies and a drink. 2 December is deadline to enter Jam Jars into the competition – Ruth Presswood has designed a poster. New games room ideas being thought up by Kathryn Hale.

3.7 **Online Ticket Sales** – Has worked really well with payments coming through PTA Events and Stripe. Parents welcome the new change and agree to continue for all future events where possible as many parents work and are not able to collect after school on the days sales are on.

Item

4.0 Forthcoming events

- 4.1 **School Disco** – Friday 31 January 2020 – Mike booked in. Tickets on sale online in 2020. Parents will not be needed to print tickets as we can scan with Q-Flow
- 4.2 **Film night** – 27 March 2020 – Date clash with dance show. New date to be looked at. Emma Willett and Suzanne Young to run the event once a new date has been found.
- 4.3 **Adult Event** – Sat 2nd May 2020 – Amanda Hawkins to confirm date and theme.
- 4.4 **VE Day Party** – 7th May 2020 – discuss at next meeting.
- 4.5 **Family Bingo Event** – 15 May 2020 – Liz Sypko to lead.
- 4.6 **Summer Fair** – J Sparey agreed to co-ordinate for 4 July 2020. Discussed possible themes, American or Olympic theme. Jody to put up post on Facebook asking for ideas.

5.0 Other events:

New Parents BBQ – 23 June 2020

Murder Mystery Cancelled until new date can be found

Locked in The Case Adult Event - Ruth P to discuss date with Mrs Sage for 2020.

Treasure Hunt – to be discussed at the next meeting. JR raised the idea of a wide game.

Sports Day – 16 June 2020 – suggested picnic for parents with children in FS/KS1 and KS2

6.0 Other Items raised at last meeting

- There is £9,609 in the PTA bank account
- J Sparey suggested funding a forest school day. Suggested Greatwood Outdoors D Sage to investigate.
- D Sage suggested that next year the school will be running a Languages Matters and World Matters weeks and if anyone has any ideas to support these school events. B Knight said she may have some Bath University contacts.
- It was suggested the PTA need to look into being more sustainable, this could incur prices to increase for goods purchased at events. Suggested a Survey Monkey to see what parents of the school think.
- No bids were brought to the meeting but S Hodgson who volunteers in the secret garden has suggested that a long term solution for the pathways in the garden need to be considered so the garden can be better maintained and used all year round.
- Mrs Sage to email committee members bid ideas for the committee to discuss.

Date and Time of Next Meeting

Monday 13 January 2020 – 7.30pm