



PTA AGM Minutes – Stamford Green Primary School, Tuesday 10 October 2023 at 8.00pm

Attendance:	Apologies:
Louise Druce	Georgina Trehame
Anne-Marie Carlin	Tracey Murrell
Matt Tarrant	Louise Dennis
Leigh-Ann Herman	Hannah Coxon
Elle Vellacott	Louise Dennis
Claire Trower	Shelley Illingworth
Claire Thrower	Sarah Smith
	George Preston
	Emily Hogg
	Sarah Aldridge

Item	Subject	Action
1	Welcome – Anne-Marie Carlin	
2	Apologies – Refer above	
3	2022-2023 Review – Anne-Marie Carlin	
4	2022-2023 Financial Report – Refer attached report	
5	School thank you - Louise Druce	
6	Actions from last meeting: <ul style="list-style-type: none"> Louise Druce – Create bank card use policy. Reviewed in meeting 	Action: Louise Druce to amend card holder roles and expand policy to cover cash (floats/ petty cash)
7	Election of members: <ul style="list-style-type: none"> Chair: Anne-Marie Carlin Vice Chair: Sarah Smith Secretary: Tracy Murrell Treasurer: Matt Tarrant Class Rep Co-ordinator: Sheryl Bardhoshi 2nd Hand Uniform Sales: Co-ordinator - Leigh-Ann Herman, Sales - Claire Trower PTA Newsletter: Claire Thrower 	
8	Proposed events for coming academic year and teams leading: <ul style="list-style-type: none"> 200 Club – Emily Hogg Fireworks – Fireworks Team Christmas Cards – Anne-Marie Carlin Christmas Sticky Toffee Pudding – Victoria Tebbett Wreath making – Toy Henderson Christmas trees sales – Claire Thrower School Christmas Trees – Elle Vellacott Father Christmas Letters – TBC Christmas Crackers - TBC 	Action: <ul style="list-style-type: none"> Need volunteer(s) for Father Christmas letters. Need volunteer to arrange Christmas Crackers for class parties. Tracey Murrell to confirm date for Wine Tasting evening. Anne-Marie Carlin to confirm date for Circus (pending response from company)

	<ul style="list-style-type: none"> • Christmas Fair – Christmas Fair Team • Wine Tasting – Tracey Murrell • Quiz night – Matt Tarrant (agreed date of 22nd March 2024) • Colour Run – Will Brown & Scott King • Circus – Anne-Marie Carlin 	<ul style="list-style-type: none"> • Will Brown & Scott King to confirm date for Colour Run
9	<p>Proposed Projects and Spending:</p> <ul style="list-style-type: none"> • Sandpit • Christmas crafts – PTA agreed to donate £1 per child to the School to purchase craft materials • Playground seating – PTA agreed to pay for replacement seating due to degradation of old wooden seats becoming unsafe for children to use (~£6k TBC by Louise Druce) 	
10	<p>AOB</p> <ul style="list-style-type: none"> • Cairds Boards for Christmas Fair • Anne-Marie Carlin proposed to replace or amend existing PTA constitution • Matt Tarrant proposed treasure hunt for February half term holidays – PTA approved event and associated spending (to cover printing and "treasure") 	<p>Action:</p> <ul style="list-style-type: none"> • Claire Trower to contact Cairds and arrange addresses for boards to be displayed • Anne-Marie Carlin to present existing constitution and proposed ParentKind constitution for review with LD and then bring to the next PTA meeting.
11	<p>Date for next meeting: 8pm Monday 13 November at The Blenheim</p>	