



PTA AGM Minutes – Stamford Green, Wednesday 19 October 2022 at 8.00pm

Attendance:	Apologies:
Anne-Marie Carlin	Claire Trower
Sarah Brady	Elle Vellacott
Tracey Murrell	Kim Hull
Louise Dennis	Sarah Aldridge
Leigh-Ann Herman	
Georgina Trehame	
George Preston	
Shelley Illingworth	
Sarah Smith	
Hannah Coxon	

1. Welcome and introductions.

Round table on who was who – welcome to Sarah Brady a new PTA member.

2. Apologies – as per above

3. AMC gave a review of 2021/22

We've had a very good year. All new events ran well and a good amount of funds raised despite the disruption COVID has caused. The PTA was adaptable and new events were successful.

4. 2021/22 Financial Report.

The annual accounts were presented by the chair. Had a very successful year financially with £58,852 gross with a profit of £33,333. Copy of annual accounts were made available to all.

Amazon smile could raise more so we need to promote this again to all parents in the lead up to Christmas. Encourage more to sign up to Amazon Smile. Parents evening hand out a leaflet. Louise D to put this together. Push this after the fireworks event.

5. Louise Druce – School thank you

Louise Druce thanked the whole team for the effort put in to organising and running all the events to date. Special thanks to Sarah Aldridge and Claire Trower for their roles as Purchaser and Treasurer. It was emphasized that the school appreciates all that is done. The support is crucial to the school. Chair thanked the school staff for their continued support.

6. Actions from last meeting

- Change of banks from Lloyds to Metro Bank. Louise Druce to meet with the bank to begin application process.
- Louise Druce reactivated the PTA Facebook account adding multiple admin rights. Admin rights will be given to those running each event so updates can be made almost live.
- 'Path of Adventures' – put a photo a day of the build progress on twitter.

7. Election of new members

Chair – Anne-Marie Carlin, nominated by Hannah Coxton, Louise Dennis seconded

Vice-Chair – Sarah Smith, nominated by George Trehame, Tracey Murrell seconded

Secretary – Tracey Murrell, nominated by Sarah Smith, Leeanne Herman seconded.

Treasurer – in the process of appointing a replacement of Claire Trower. Currently 3 people have stepped forward. Claire to meet with the new person for a handover. Sarah Brady offered to help share the position if need be.

Class Rep organiser – Sheryl Bardhoshi, Nominated by Sarah Smith, Anne Marie Carlin seconded.

2nd Hand uniform co-ordinator – Lee-Anne Herman

It was decided that the position of a Purchaser was no longer required and it would be more efficient to have those running each event to purchase what is needed for that event. This means the organiser/s of each event can keep account of exactly what is needed, bought and returned. This will assist the running of the event in the future. Bookers will still be used.

8. Proposed events for the year ahead

- 200 Club – Emily Hobb, Kate Doghety to take over from Kim and Darren. Currently shadowing them
- Fireworks – new team has all in hand, tickets now on sale. £4000 sold so far. Pre-orders of BBQ food encouraged as its easier to manage. Bar will predominantly be cash only as in the past sum-up machines have clashed if too close in proximity to each other.
- Christmas cards – new company used. We don't make as bigger margin but it is far easier to manage. Cards were delivered within a week of ordering.
- Sticky toffee puddings – handover to Viktorija Tebbett. She has been very proactive and all is in hand. Winner of the design to be announced this week and orders are live on PTA events. Usually between 80-85 sold each year. When we place orders with the company they are ordered in packs of 4.

- Winter Wonder land (main Christmas event). Team is being collated by Sarah and Anne-Marie. The Ball cage will be a snow cave, perhaps the kids can make a decoration to hang on the fence – decorations appropriate to year groups eg snowmen made by the little ones, snowflakes made by older. Louise Druce to speak to teachers. Games will be held in classrooms and run by Y6. Letter's to Y6 parents to be sent out in due course. The studio will have the kids crafts to purchase. School hall will have markets stalls. Library will have Father Christmas and the stamp collection prizes. Parent volunteers will be needed to run the bar, the token staff and snow machine. Mrs Druce suggested Y6 could bundle up tokens as and when needed. BBQ food on pre-order through PTA events. Do we also have a silent auction?
- Christmas wreath making evening, tickets all sold. Anne-Marie and Sarah to run the bar on the night.
- Christmas Tree sale. Harriet Bourne to organise this again.
- Christmas crackers have been ordered
- Cairds boards – Lee-Anne to speak to Claire about organising this. We get £500 for 20 boards.

9. Discussion on other fund raising ideas and proposed events for 2023.

- Cushion clubs** – in the past this event has been run for each year group. The year groups are large which is a big responsibility for 2 parents to run on their own, in the past a teacher has been present. The main concern is releasing children at the end of the event. Perhaps a teacher can be present to co-ordinate that part of the evening. Another suggestion would be to run the event on a Saturday afternoon 3-5pm. Event is based on a film rather than year group, have a restriction on ticket numbers eg 60 tickets. Further discussions to be had on this topic
- Break the rules day** – worked well to have a cash collection at the gate.
- Crazy hair day** – as per above, cash on the gate.
- Party pack hire** – lets get this going again. Add a note in the next newsletter and also add to the reception weekly information.
- Wine tasting event** – Tracey to check with her contact on costing for this.
- Quiz night** – perhaps look for someone else to run it?

10. Proposed PTA projects and spending

- First Crinkle Crag Climber Payment made – further installation starts end September 2022
- We need to have the legal name of the charity changed to Stamford Green primary school and nursery.

11. AOB

- Next bulletin to show the short to long term projects on the horizon.
- There was a suggestion to construct a poster to show where PTA fund raising goes to raise awareness to parents as to what the PTA fund raising has contributed to in the past such as the Library and the all weather pitch and now the Crinkle Crag Climber. Louise Dennis to put this together.

12. Next meeting 16 November 2022, Blenheim pub 7.30pm