

AGM 2023 - Minutes

Present - Lorraine McClements, Louise Smith, Lisa Christian, Karen Breen

Apologies - Aimie Ogborn, Kerrie Felstead, Amy Clark, Jess Wiggins, Tracey Gould, Kirsty Lobb

1. **Chair persons report** - Lorraine read out a Secretary's report in lieu of the Chair Person's report. Report is attached in full.
2. **Treasurer's report** - Louise updated everyone on money taken and spent in 2022-23. Summary below, full account reports attached.

Infants - current account balance **£9523.08**

Net Income		General Expenditure	
Break the rules day	£313.04	Christmas Crackers	£87.38
Toy sale	£72.10	Parentkind	£70.00
Christmas Gift Shop	£245	Willow Tree	£950
Christmas Raffle	£968.50	Foundation stage shed	£1044.99
Christmas Cards	£392.15	Coronation Bookmarks	£432.61
Costume Sale	£82.50	Year 2 Lion King Coach	£2250
Santa's Grotto	£34		
Sponsored Random Acts of Kindness	£312.50		
Easter Event	£183.13		
Summer Fete	£2318.77		
Total	£5346.19	Total	£4834.98

Juniors - current account balance £7441.48

Net Income		General Expenditure	
Break the rules day	£472.10	Christmas Crackers	£103.42
Toy sale	£72.10	Parentkind	£70.00
Amazon Smile	£31.38	Hoodies	£718.56
Christmas Raffle	£968.50	Y6 Disco Sweets	£59.00
Christmas Cards	£305.80	Coronation Bookmarks	£8.25
Christmas Gift Shop	£380.40		
Costume Sale	£82.50		
Sponsored Random Acts of Kindness	£312.50		
Easter Event	£183.13		
Summer Fete	£2318.77		
Total	£4746.78	Total	£959.23

3. Appointment of Committee

- Chair - Amy Clark
- Treasurer - Louise Smith
- Secretary - Lorraine McClements
- Vice Chair - Kerrie Felstead
- Vice Treasurer - Jess Wiggins
- Co-vice secretary - Tracey Gould
- Co-vice secretary - Kirsty Lobb

4. Funding requests

- Infants - The PTA will fund coaches for the year 2 Lion King trip, stationary and equipment needed to update the school's displays (minimum £750), and equipment to revamp the old ICT suite to make it into an accessible area for sensory activities.

- Juniors - The PTA will fund £10 per hoodie for the year 6 leavers hoodies, and £450 for the sports day DJ. The outdoor equipment that we have been fundraising for should be purchased this year.

5. Plans for 2022-2023

- Summer Fete - confirmed as Friday 21st June
- Break the Rules confirmed 20th October
- Christmas gift shop dates - Infants Weds 6th Dec, Juniors Thurs 7th Dec.
- Non-uniform day for gift shop donations - Friday 1st December
- Santa's Grotto again this year - Lisa to confirm dates when Santa confirms. This will be an infant only event, with tickets sold via parentmail.
- Third raffle to be held this year, with an Easter bake sale.
- Possible Christmas jumper amnesty and sale.

6. Other Business

- First aid - Lorraine will do some first aid training provided by the junior school, so there can be a first aid station at this year's fete.
- Bank info/charity commission info/signatories - Lorraine, Louise and Hayley Wiltshire (juniors office) to be added as signatories to the bank account.
- DBS checks - New committee members to contact Catherine in the infants office to arrange their DBS checks. The infants can claim back money from the PTA for this if needed.