

PTA AGM MEETING MINUTES

Tuesday 20th October 9.30am

Present: Amanda Blank (AB) Kayleigh Williams (KW) Anne Field (AF) Rachel Field (RF) Lucy Taylor (LT)

Apologies: Jodie Fulford – Yates (JF-Y) Emma Davies (ED) Rachel Williams (RW) Charlotte Tatham (CT) Kate Field (KF) Lydia Reynolds (LR)

Committee introductions and elections.

All current committee have decided to be elected again this year with no objections.

Chair – Kayleigh Williams seconded by AF

Treasurer – Anne Field seconded by RF

Secretary – Rachel Field Seconded by KW

We have 2 new members and 2 who have decided to leave. KW thanked all for the work they have done over the previous year and welcome to the new members.

Update and sign PTA constitution

KW has reviewed the constitution and it is in need of some updates, in regards to international school status and arts mark, updates to constitution to be written and offered 21 day's notice of changes before being signed at next meeting.

AB informed us it was important that we email all upcoming fundraising ideas to RW to get permission. AB passed on that RW wanted to make sure everything we have planned is Covid safe. AF assured AB it always will be.

Communication with parents was discussed, KW suggested a Facebook page for the PTA, all agreed was a good idea, AF to email RW for permission.

Account and banking – Spends and donations

During the year from 01/09/2019 to 31/08/2020:

The PTA raised £1441.18 including donations.

The PTA spent £2334.72

Current account – £599.92

Reserve account – £2854.14

AF confirmed that the accounts for 2019/2020 have now been audited by Jacqueline Webb. Accounts are held by AF and can be viewed by arrangement.

KW and AF are still the signatures on bank account.

Insurance and lottery licence

Insurance through Parentkind is due next month, KW to sort. CT is going to have her DBS for the lottery licence.

Fundraising Target for 20/21

Discussed the fundraising target, due to the unforeseen circumstances to 2020, we all decided on £3000 - £3500

School wish list and regular spending

KW asked AB what the school would like us to fundraise for this coming year, AB asked for science and art equipment. We also discussed the class 1 role play area which has previously been asked for. AB also reminded us about the LEGO WEDO, which we had the 80s disco to raise money for in March, as this was a success we were all in agreement that they can go ahead and buy this. KW asked AB if RW has sorted the panto to come to the school at Christmas time, AB informed us that she had, all in agreement PTA would fund this. Cost approx. £75.

Fundraising events and ideas

Due to the current situation we have had to think about how we raise much needed money for the PTA, we have to make sure we can keep everything Covid safe and keep to government guidelines. With this in mind some ideas we have had are

- Halloween pumpkin hunt
- Quiz – AF to sort quiz, can be sold at school/shop/pub. To be done at home and dropped off before a certain date, all correct entries then be put into a draw.
- Christmas walking fair – AF currently in discussion with Parish council how to go about this, we would like to have stalls along the high street in safe places, Santa at a distance waving at the children and lots more ideas.
- Autumn cake decoration
- Find the elf
- Bags to school - next one on 23/03/2021

KW has set up the PTA to be part of the easy fundraising site,

https://www.easyfundraising.org.uk/causes/cheswardineprimaryandnurseryschoolpta/?utm_campaign=raise-more The link is also on Cheswardine chat on Facebook.

KW is in the process of putting together a PTA newsletter to keep everyone updated On PTA events.

KW and RF to represent PTA on the board of management for the Parish hall.

The PTA email address is pta.cheswardine@gmail.com if you would like to join the PTA or have any suggestions or donations.

KW Thanked all for attending and ended the meeting