



## Frieth CEC School PTA Annual General Meeting Minutes

**27<sup>th</sup> February 2018**

<b>Present:</b>	Emma Wharfe (EM) – PTA Chair	Leah Cubbage (LC) – Treasurer
Lorna O'Hehir	Will Richards	Catherine Yoxall (G'nor)
Jo Reid	Charlotte Crowther	Katrina
Lisa Martin - Secretary	Sarah Hunt	Justine Harbinson
Sarah Tedder	Steph Pusey	

<b>Apologies received</b>	Laura Webb	Leah Bryant
Chevonne Hobbs	Jessica Coombs	Jennifer Sharp
Katherine Cox	Alison Goodright	Sophie Maxwell

Agenda Items		Actions
1	<b>Welcome and apologies</b>  EW read apologies and welcomed and thanked the attendees.	
2	<b>Previous AGM Minutes</b>  These are located on the PTA pages of the School Website and are agreed to be taken as a true account.	
3	<b>Chairperson Report</b>  EW read the Chairperson's report: - <ul style="list-style-type: none"> <li>• The purpose of the PTA is to:</li> <li>• Advance the education of the pupils by providing and assisting in the provision and facilities for the education at the school; by raising funds. Previous great fundraisers are the Christmas Fayre and Frieth Hilly.</li> <li>• The PTA runs monthly events for parents, teachers and children to encourage better links between the groups; such as the new parent lunch, camping, music quiz, family socials and Summer Queen.</li> <li>• They provide financial support for School trips, outings and other special events such as the Christmas Party and gift. The PTA are committed to supporting families who have financial difficulty.</li> <li>• They encourage communications between parents, teachers and governors</li> </ul>	

Agenda Items		Actions
	<p>and the local community, through parent reps and whole school meetings.</p> <ul style="list-style-type: none"> <li>• The PTA is a non-political organisation.</li> <li>• All parents, teachers and Governors are automatically members of the PTA and are responsible for voting for the committee members on a yearly basis at the AGM – Chair, Deputy Chair, Secretary and Treasurer.</li> </ul>	
4	<p><b>Review of Events over 2016/2017</b></p> <p>Events during this period have included:</p> <ul style="list-style-type: none"> <li>• Pamper Night</li> <li>• Film Nights</li> <li>• Discos</li> <li>• Easter Egg Hunt</li> <li>• Family Socials – Western / Disco</li> <li>• Camp Night</li> <li>• Summer Queen</li> <li>• Frieth Hilly</li> <li>• Christmas Fair</li> <li>• The Lost Ball</li> <li>• Christmas Lunch &amp; party afternoon</li> </ul> <p>Over the last 2 years the PTA has raised over £40,000 for the school. A breakdown of expenditure and current balances is in the Treasurer's report, attached.</p>	
5	<p><b>Treasurer's Report</b></p> <p><b>Registered Charity No: 1001049</b></p> <p>The treasurers report is attached to these minutes in Appendix A.</p> <p>In summary:</p> <p>Period covering April 2017 to Dec 2017:</p> <p>Income:           £15241.69 Outgoings:       £14591.81</p> <p>LC said that we are spending what's being raised and not added much to the 'pot'.</p>	
6	<p><b>100 Club</b></p> <p>Total of the 100 Club Account stands at just over £3000. ST to continue running the club.</p> <p>Numbers drawn for: -</p> <p>January – 30 February – 48</p> <p>100 club letter to be reissued to the parent body.</p> <p>Charlotte Crowther suggested that the 100 club is advertised in the local community, such as the Yew Tree Pub and advertised on the Frieth Community Facebook Group.</p>	ST
7	<p><b>Planned Events for 2018</b></p> <p>All events are planned as the attached Events list in Appendix B.</p> <p>Letters for Disco on the 9<sup>th</sup> March to go out this week. Delayed due to issue of finding a new DJ.</p>	

Agenda Items	Actions
<p>Camp Night is now the 14<sup>th</sup> July with the 6<sup>th</sup> Year leavers party being held beforehand. EW to confirm this with parents.</p> <p>Frieth Hilly confirmed for the 7<sup>th</sup> October. Money raised from this event will go to the redevelopment and update of the outside play areas.</p>	EW
<p>8      <b>Update from the Head Teacher</b></p> <p><b><i>School Hall</i></b></p> <p>Upgrades are continuing. The new tables arrived this week with much excitement from the children.</p> <p>Mrs Reid is reviewing some of the quotes for works planned during the Easter Holiday as existing quotes exceed the budget allocated.</p> <p>Apple Mac Management System being delivered w/c 5<sup>th</sup> March.</p> <p>Acrylic sheets purchased for the toilets have arrived but are awaiting further plumbing works are completed before they're fitted.</p> <p><b><i>Playground Updates</i></b></p> <p>Exploratory work done on the subbase is safe. Planning for the outside areas can continue to include the planning for Teal's Fund for outdoor learning. Some wonderful ideas have been presented to the school by Mrs David and now that the investigation into the grounds is complete, Mrs Reid can work with Mrs David and the Premises Governors to put together a plan for the redevelopment of the outdoor learning space.</p> <p>Anya Lautenbach has also offered to assist with planning for the redevelopment of the gardening areas.</p> <p>The Hut and monkey bars have been condemned and will be removed. The children will still be able to continue using the remaining equipment over the summer period. New equipment still to be decided upon.</p> <p><b><i>Whole School Meeting</i></b></p> <p>This is planned for June.</p>	
<p>9      <b>Election of New Committee</b></p> <p>The current committee stood down. Emma Wharfe was not standing for re-election.</p> <p>Leah Cabbage was reelected as Treasurer – nominated by Steph Pusey, seconded by Lorna O'Hehir</p> <p>Lisa Martin was reelected as Secretary – nominated by Emma Wharfe, seconded by Sarah Tedder</p> <p>There were no nominees for Chairperson of the PTA. Charity</p> <p>Commission regulations state that the 3 roles, as a minimum, must be filled for the PTA to continue.</p> <p>With all further events, fundraising, payments for works to the school, etc, being at risk, Emma Wharfe agreed to stand as Chairperson for a further 2 weeks, until an Extraordinary General Meeting can be held giving a further opportunity for a new Chair to be elected. All attendees were very grateful to Emma for stepping back into the role at this time.</p> <p>Mrs Reid agreed to send a letter to the parent body to encourage a larger attendance</p>	Mrs R

Agenda Items		Actions
	<p>at the EGM and outlining the issues around no longer having a functioning PTA.</p> <p><b>Extraordinary General Meeting called for 7.30pm on the 14<sup>th</sup> March at Frieth School.</b></p>	<b>ALL</b>
10	<p><b>Any Other Business</b></p> <p>None.</p>	

## Appendix A

Frieth CofE School PTA  
Accounts FY 17/18 (up to  
31/12/17)

<b>Carried Forward Balance From FY 16/17</b>	<b>£18,225.38</b>
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### **INCOME (NET)**

Camping	£754.46
Christmas Fayre	£2,223.93
Discos	£89.59
Easter Egg Hunt	£229.50
Frieth Hilly	£10,948.22
Film Nights	£726.07
Ladies Night	£45.22
Summer Queen	£224.78

### **EXPENDITURE**

Cheque	£1,897.20
Fridge & various	£1,736.20
Mathletics	£3,169.65
Misc (Gifts, 100 club, etc)	£592.57
Soft Eggs, iPads & Smartscreen	£7,199.19

<b>Closing Balance FY 17/18 (As at 31/12/17)</b>	<b>£18,872.34</b>
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## **Appendix B**

### **Events for 2018**

#### **March**

9 <sup>th</sup> March	School Disco	From 5pm
23 <sup>rd</sup> March	Music Quiz Night	7m
25 <sup>th</sup> March	Easter Egg Hunt	Time TBC

#### **April**

27 <sup>th</sup> April	Pamper Night	Time TBC
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#### **May**

12 <sup>th</sup> May	Bring and Buy Sale	Time TBC
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#### **July**

13 <sup>th</sup> July	School Disco	From 5pm
14 <sup>th</sup> July	Year 6 Leavers Party & Camping Night	Time TBC
20 <sup>th</sup> July	Summer Queen	1pm

#### **September**

Date TBC	Family Social
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#### **October**

7 <sup>th</sup> October	Frieth Hilly	8am-1pm
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#### **November**

24 <sup>th</sup> November	Christmas Fayre	From 1pm
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#### **December**

Date TBC	Christmas 2018 Dinner	Time TBC
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#### **2019**

Summer Ball 2019