

Nutfield Church Primary School

Minutes of PTFA AGM Meeting held on Thursday 4th October

Angels Attending: Louise Jenkins, Sophie Russell, Charlotte Saklatvla, Fran Dobson, Helen Cornwell, Leanne Smith, Natalie McKeever, Sarah Robson, Becky Bhambri, Claire Pople.

Also attending: Sue Eddington - Treasurer

Apologies: Simone Duncan, Julie Barwick, Trina Pearse, Lindsay Lyons, Lynn Hargreaves-McCallum, Alex Clark, Kim Hazzard, Penny Hickey.

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| Discussion points Actions: |
| Welcome All welcomed and introductions were made. |
| Treasurer's report academic year 18/19 The treasurer's report was made and all information was shared at the meeting relating to income and expenditure. Key points made included that the current budget at year end was £10,229.01 and of that, the unrestricted budget was £7,426,22. The treasurer explained the breakdown of all costs and amounts raised from different events. The income made by the village fireworks event was discussed as was a £200 HSBC compensation amount paid to the PTFA due to slow name change processes on account. |
| Online Payments The PTFA Association have recommended that the PTFA move away from using Pay Pal and use Stripe, a new payment system for ticketed fundraising events. It was agreed that we would do this as recommended however the next cinema night would ask for cash/cheques due to the short lead in time. Actions: <i>Change of payment system</i> <i>School to parent mail parents for information</i> <i>Louise & Sophie to send letter to all parents</i> |
| The PTFA membership is due for renewal in January 2020. The treasurer will update the PTFA when this is done. Action: <i>Treasurer to inform PTFA when renewal is complete</i> |
| Nominations A vote was taken which decided that a Co-Chair nomination rather than a Chair was required. Nominations were held for the following positions: Co Chairs and Treasurer Nominees were proposed and seconded as follows Co-Chairs Sophie Russell: Proposed by Leanne, seconded by Sue Eddington Louise Jenkins: Proposed by Leanne, seconded by Sue Eddington Actions: <i>LJ/SP - New names and responsibilities to be shared on PTFA newsletter and (IW) school's website.</i> |
| Treasurer Sue Eddington: Proposed by Louise Jenkins and seconded by Sophie Russell |

Fireworks

It was unanimously agreed that the members responsible for PTFA linked firework work would be Alex Clark and Charlotte Saklatvala

| Angel Nominations | | | | |
|--------------------------|---|-------------------|-----------------|-----------------|
| | Angel/s nominated | Year Group | Proposer | Seconder |
| | Charlotte & Kim | R | Louise | Sophie |
| | Fran & Charlotte | 1 | Charlotte H | Natalie |
| | Simone | 2 | Louise | Chloe |
| | Becky & Charlotte | 3 | Louise | Sophie |
| | Sarah & Alex & Penny | 4 | Louise | Sophie |
| | Fran & Julie | 5 | Sue | Charlotte |
| | Trina & Lindsay | 6 | Louise | Sue |
| Secretary | The role of secretary was discussed. Sophie and Louise asked if anyone was able to or knew anyone who was willing to fulfil the role. The Co-Chairs expressed a hope that the current role should be expanded. | | | |
| Partnerships | Partnership agreements/sponsorship of major events were discussed. Louise raised the issue of causing local businesses offence last term and explained that she and Sophie had met with Miss Woods. The thought going forward would be that local businesses would be asked if they would like to sponsor events first and further to this, businesses who compete with existing sponsors would not be approached unless both are located in the village. It was agreed that this would be agreed on a case by case basis on an annual basis. Sponsorship letters will be written by Sophie and Louise and sent to a range of businesses inviting them to support our Summer Garden Party. Sponsors will be asked to say what they are willing/able to contribute to allow for mutual respect and clarification of roles/expectations. The issue of competing local estate agents was raised therefore further discussions are needed to ensure an inclusive approach is developed going forward. | | | |
| 18/19 fundraising | Sophie and Louise have met with IW who has submitted a wish list for last year's spend. It was agreed that the school's library shelving, beanbags and related resources would be purchased in order to update the library. The issue of raising money for enrichment activities was discussed and agreed. From 19/20 the wish list will be agreed in Autumn Term and communicated through PTFA newsletter which will go out with the school's main newsletter. The wish list for 19/20 will be shared at the next PTFA meeting. IW thanked all concerned for their support and in particular the cake sale monies that led to the end of year treat for the whole school (Henfold Birds of Prey). Photos of the event are on the website and the children loved it! | | | |