

St Paul's PTA Meeting and AGM
Minutes of Meeting
Tuesday 18th October 2016 at 3.20pm in
Seahorses Classroom



Attendees: Acting Chair - Alyson Mousley
 Treasurer - Louise Kiely

Other Attendees: Leanne Bissett
 Wendy Hindle
 Catherine Wheatley
 Kelly Holt
 Tracy Bold
 Head teacher - Suzanne Howard
 Pagan Cavaney
 Rebekah Fielding
 Rachel Lee
 Natalie Cowgill

Apologies: Jane Barnes
 Rachel Gilbey
 Jackie Schofield
 Hannah Partington
 Alex Alvarez

		Actions
1	<p>Welcome and Apologies</p> <p>Apologies were accepted as above</p>	
2	<p>Minutes of Last Meeting</p> <p>The minutes of the last meeting held on Tuesday 22nd September 2015 were accepted as true and accurate.</p>	
3	<p>Chair's Summary</p> <p>Alyson welcomed all attendees. The highlight for the PTA was funding the 'Little Chefs' which was incredibly popular among the children and the selling of ice lollies after school on Fridays.</p> <p>Alyson thanked the school staff, volunteers and parents who had been involved and made it happen. The PTA need to continue to recruit new members to support the events.</p>	PTA
4	<p>Treasurer's Report</p> <p>The PTA raised £4,783.05 last year. Accounts for the year were presented by Louise Kiely.</p> <p>Alyson highlighted that teachers must complete the funding</p>	

	<p>request forms and return them to the PTA for consideration. The forms can be found on the website.</p> <p>The Little Chefs payment was discussed and Suzanne agreed to chase this up.</p> <p>The funding for the chairs is pledged and requires Mrs Horrocks to place an order.</p> <p>The cost of the plug sockets is to be confirmed by Suzanne. Easy fundraising had not sent a cheque, Louise to chase up.</p> <p>New Bank Account</p> <p>A copy of the finances are available upon request.</p>	<p>SH</p> <p>SH</p> <p>SH</p> <p>LK</p> <p>LK</p>
5	<p>Approval of accounts for year ending 31 August 2016</p> <p>Leanne Bissett audited the accounts and confirms that they are a true and accurate account.</p>	
6	<p>Vote on PTA constitution</p> <p>Constitution agreed. Constitution is necessary to meet the requirements for a registered charity.</p>	
7	<p>Election of Officers</p> <p>Alyson gave special thanks to committee members standing down, Hannah Partington and Di Hides (Di is a long standing member whose contribution will be greatly missed)</p> <p>Chairperson - Leanne Bissett Vice-Chairperson - Jane Barnes Treasurer - Louise Kiely Secretary - Kelly Holt Committee member - Alyson Mousley</p> <p>Suzanne Howard proposed Rebekah Fielding as a new committee member - committee agreed. Louise explained implications of an additional (sixth) committee member.</p>	
8	<p>Head Teachers Wish List</p> <p>Kingswood Coaches Panto Coaches Books for each class Pobble subscription Mathletics subscription Purple Mash subscription Junior Yard equipment was discussed. Planters and puppet show are in poor condition.</p> <p>Alyson recommended that the student council and leadership groups write to the PTA with suggestions.</p>	
9	<p>Close AGM</p>	

	Regular PTA Meeting	
1	Thank - you to members stepping down for all their hard work	
2	<p>Events up to Christmas Leanne went through the events</p> <p>New parents and combined MacMillian coffee morning was not well attended by new parents and the PTA propose that next year the School host the event with support from the PTA.</p> <p>Autumn Disco needs more volunteers, particularly face painters.</p> <p>Newsletter - Highlight previous year's concerns at the autumn disco re: timings, No halloween fancy dress, siblings rule. Disco Poster and letter</p> <p>Bag2School - Catherine to organise the event and Leanne to check with Becky about opening the school on Sunday to allow drop offs of bags.</p> <p>Christmas Raffle - A co-ordinator is required, Leanne to check with SB.</p> <p>Winter Wonderland - After school finishes at 1.30pm Wednesday 21st December in school hall - A co-ordinator is required and volunteers on the day, Leanne to check with RG</p> <p>Christmas Cards - Hannah agree to organise, Leanne to check.</p> <p>Teacher co-ordinator spreadsheet needs to be completed, Suzanne to chase up.</p>	<p>LH</p> <p>KH</p> <p>KW/LH</p> <p>LH/SB</p> <p>LH/RG</p> <p>LH/HP</p> <p>SH</p>
3	Next meeting to be agreed mid November (after half term)	LH

Meeting closed 4.10pm