

**St Paul's PTA Meeting and AGM**  
**Minutes of Meeting**  
**Wednesday 4<sup>th</sup> November 2020 at 4pm on**  
**ZOOM online due to Covid restrictions.**



Attendees: Chair -Kath McArragher, Vice Chair - Jane Barnes, Secretary - Kelly Holt, Treasurer - Catherine Wheatley, Member - Leanne Bissett, Co-opted member Teacher - Miss. Cowgill, Parent - Benjamin Eves, Head Teacher - Mrs. Charlesworth, Teacher - Miss. Fielding, Miss. Cavaney

		Actions
1	<p><b>Welcome and Apologies</b>            Kath welcomed everyone and thanked everyone for attending. Apologies were received from Rebecca Eves (parent)</p>	
2	<p><b>Minutes of Last Meeting</b>            The minutes of the last meeting held on 4<sup>th</sup> October 2019 require an amendment to remove Leanne Bissett from the attendees list. Revised minutes to be emailed to Miss. Cavaney to be uploaded onto the website.</p>	KH
3	<p><b>Chair's Summary</b>  <b>Kath read her report:-</b>            The objective of the PTA is to enrich our children's school experience. We do this fundraising by organising fun events throughout the year. As Teachers, Parents and Carers of children at the school we are all members of the PTA, and it's fantastic that you are here to support your children's journey through both the school and the work of the PTA.</p> <p>The PTA is run by a committee that is elected each year at the AGM. The AGM meeting is the only formal meeting of the year for the PTA and is one that deals with the formalities of committee elections, financial audits, reviews and plans for the future.</p> <p>Before I launch into these formalities, I would like to take a moment to acknowledge and thank the current PTA Committee:</p> <p>Vice Chair - Jane Barnes            Treasurer - Catherine Wheatley            Secretary - Kelly Holt            Committee Members - Leanne Bissett and Miss Cowgill</p>	KM

Through their hard work, dedication and commitment to the PTA, we have continued to accomplish our goals - so thank you as you really do 'make it happen'.

Sadly we are losing one of our long standing committee members this year, Jane Barnes has decided to step down as Vice Chair. Her son has now started year 6 and along with work commitments she felt that this was the right time. She has been a very active member of the PTA for a few years now so she will be sadly missed. On behalf of myself and the rest of the committee we would like to say a huge thank you to Jane for all her help over the years.

I am also very grateful for the ongoing support and guidance provided by our Headteacher, Mrs Charlesworth who provides invaluable support to the team. I would also like to thank all the teachers and staff, without their help we wouldn't be able to do the things we do. Also a huge thank you to all the parents, grandparents and carers who support us throughout the year and help us raise much needed funds for the school.

Now to summarise the 2019/2020 academic year. The first half of the year was most definitely successful when it came to fundraising. Catherine has detailed the breakdown of the income from events in the Treasurer's report, but I want to mention our top fundraising events: that being the discos and Christmas hampers. As you are fully aware the second half of the year was definitely flawed by the Covid-19 pandemic which resulted in events being cancelled, although our 100 Club and clothing recycling continued throughout. These were and continue to be unprecedented times, so for the coming year events will be slightly different from previous years.

We are already in full swing with the Christmas cards, the children have done some fantastic designs this year so I can't wait to see them all printed when they come back.

The Clothing collections are running smoothly now that we have the permanent outdoor dropbox and this continues to be emptied every couple of weeks.

We are in the process of planning the Christmas hampers, these are always popular so we are just trying to find ways to do these safely this year.

It's such a shame that we currently can't hold discos, these are always so popular with the children and are great for fundraising. Hopefully we will be back to doing these very soon. In the meantime if you have any ideas for any Covid

	<p>safe events we can hold please speak to a member of the committee of a teacher.</p> <p>Finally, I would like to finish the Chair's report by offering my sincere thanks to everyone involved in the PTA this year. From the committee, teachers, parents and carers - your commitment and willingness to contribute has been incredible, so thank you.</p>																													
4	<p><b>Treasurer's Report</b></p> <p>Accounts for the year were presented by Catherine, the opening bank balance @ 1<sup>st</sup> September 2019 was £2,367.43. The total amount raised in the previous 12 months was £3,092.26. This is a good amount considering the Easter Eggstravaganza, Ice lollies and Celebration disco could not be held due to Covid restrictions.</p> <p>This year the PTA has funded musical instruments, globes, class topic books, Christmas books, Learning by Questions Year 2/3 and AS Creatives Science Day.</p> <p>Learning by Questions £1349.99 is pledged in 20/21. This will be the third and final year.</p>	CW																												
5	<p><b>Approval of accounts for year ending 31 August 2020</b></p> <p>Mike Toole audited the accounts and confirms that they are a true and accurate account. Thank - you to Mike from all the committee.</p>																													
6	<p><b>Election of Officers</b></p> <p>The following people were elected.</p> <table border="1"> <thead> <tr> <th>Position</th> <th>Name</th> <th>Proposed by</th> <th>Seconded by</th> </tr> </thead> <tbody> <tr> <td>Chair</td> <td>Kath McArragher</td> <td>Kelly Holt</td> <td>Catherine Wheatley</td> </tr> <tr> <td>Vice Chair</td> <td>Vacant until Spring</td> <td>Kath McArragher</td> <td>Kelly Holt</td> </tr> <tr> <td>Secretary</td> <td>Kelly Holt</td> <td>Kath McArragher</td> <td>Catherine Wheatley</td> </tr> <tr> <td>Treasurer</td> <td>Catherine Wheatley</td> <td>Leanne Bissett</td> <td>Kelly Holt</td> </tr> <tr> <td>Member</td> <td>Leanne Bissett</td> <td>Kath McArragher</td> <td>Catherine Wheatley</td> </tr> <tr> <td>Member</td> <td>Miss. Cowgill</td> <td>Leanne Bissett</td> <td>Kelly Holt</td> </tr> </tbody> </table>	Position	Name	Proposed by	Seconded by	Chair	Kath McArragher	Kelly Holt	Catherine Wheatley	Vice Chair	Vacant until Spring	Kath McArragher	Kelly Holt	Secretary	Kelly Holt	Kath McArragher	Catherine Wheatley	Treasurer	Catherine Wheatley	Leanne Bissett	Kelly Holt	Member	Leanne Bissett	Kath McArragher	Catherine Wheatley	Member	Miss. Cowgill	Leanne Bissett	Kelly Holt	
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7	<p><b>Head Teachers Wish List</b></p> <p>We discussed the following items:-</p>																													

	<ol style="list-style-type: none"> <li>1. Kingswood coaches 2021 - potentially cancelled again next year - review later in year.</li> <li>2. Christmas books - £280 Anonymous donor to fund these (LB contact)</li> <li>3. Year 2 and 6 CGP SATS books £555.75 - Potentially SATS would be cancelled but would be useful for pupils in any case. Decision deferred.</li> </ol>	
8	<p><b>Fundraising ideas</b></p> <ol style="list-style-type: none"> <li>1. Amazon wish list - parents can pay for items which school list on the site.</li> <li>2. Amazon Smile has been registered and parents can register to donate to the PTA for their own purchases.</li> <li>3. Calendars 2022 - Existing photo competition could be expanded and promoted to the whole school.</li> <li>4. Classroom discos as an extension to the school day.</li> <li>5.</li> <li>6. Car wash in the summer</li> <li>7. Quiz/Bingo online - Ben Eves to look at this. 100 people on zoom, 40 minute time limit.</li> <li>8. Movie afternoon/Christmas jumper day £1 donation with popcorn.</li> <li>9. Santa Run</li> <li>10. Uniform swap</li> <li>11. Crazy hair day</li> </ol>	NC to progress
9	<p><b>AOB</b></p> <p>Mrs. Charlesworth thanked all the PTA committee members and volunteers for their hard work organising the events for the children.</p> <p>Learning by Questions - there are additional features which are particularly useful for children who have missed learning due to Covid. Training and webinars are available online for teachers.</p>	
9	<b>Close AGM</b>	
	Regular PTA Meeting	
1	<p>Events up to Christmas</p> <p>There was no Autumn disco due to Covid restrictions and likely to be no February disco.</p> <p>Cauliflower cards - artwork sent and awaiting cards</p> <p>100 Club August drawn - winner number 44. This is the final draw for the 100 Club and the small number of members who have paid for Sept, Oct, Nov will be offered a refund. There is little uptake and difficulty with cash collection. An alternative scheme 'Your School Lottery' allows parents to</p>	<p>KM</p> <p>CW</p>

	<p>register and win bigger prizes. All agreed to launch this new scheme.</p> <p>Christmas Hampers/non uniform day - Friday 27<sup>th</sup> November  - donations in boxes outside classrooms, hampers to be packed and stored in Church Hall. A hamper to be donated to school for a family in need. The usual system with letters/raffle tickets/envelopes/cash to be clarified.</p>	<p>KW to register</p> <p>NC to check with Church &amp; Mrs. C</p>
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**Meeting closed 5.10pm**