

# ST JOSEPHS PFA AGM 2017

## September 19<sup>th</sup> 2017 8pm-10pm @ St. Joseph's School

**Present:**

Fionna Page, Katherine Bailes, Sophie Young, Theresa Adams, Charlie Taylor, Matt Morris, Kate Cloke, Candice Devenish, Steve Croft, Sam Sandilands, Robyn Sandilands.

1. New members were welcomed by the Chair
2. Apologies were received from Melanie Tonge and Lizzie Christopher
3. The minutes of the last AGM were accepted.
4. The Chair, Fionna Page presented her report (see below).
5. The Treasurer presented her report (see below). Sophie confirmed funds available as of the 19<sup>th</sup> September 2017 were £4720.51. The previously agreed goal to raise funds for a new extended reading scheme for the school has been reached. Sophie noted that we finished the last academic year in a much stronger position than the previous year due to an extra quiz night, and very successful Christmas Bazaar and Summer Fete. See Treasurer's report for details of commitments for the 2017/18 academic year.
6. The 2016-2017 Committee stood down as their term of office was one year. All committee members were happy to be nominated again and were re-elected as follows;

Position	Proposed	1st	2nd
Chair – Fionna Page	Katherine Bailes	Kate Cloke	Theresa Adams
Vice Chair – Katherine Bailes	Sophie Young	Kate Cloke	Fionna Page
Secretary – Charlotte Taylor	Theresa Adams	Sophie Young	Matt Morris
Treasurer – Sophie Young	Charlotte Taylor	Katherine Bailes	Candice Devenish

New Committee volunteers were elected as follows:

Committee Members	1st	2nd
Kate Cloke	Katherine Bailes	Charlotte Taylor
Candice Devenish	Sophie Young	Kate Cloake
Matt Morris	Theresa Adams	Sophie Young
Sam Sandilands	Charlotte Taylor	Katherine Bailes
Steve Croft	Fionna Page	Matt Morris

7. PFA Event dates were discussed and agreed. A parent newsletter will be prepared by Candice once the dates have been discussed with Lizzie. [Action: Fionna & Candice]
8. AOB
  - a. Communication: It was agreed to continue with all current forms of communication and to introduce Classlist, a free, secure, opt-in electronic communication tool which complies with data protection requirements. This needs to be discussed with Lizzie. [Action: Fionna]
  - b. Other fund-raising ideas and school community events were put forward and actions agreed.
9. Date of next meeting: Tuesday October 10<sup>th</sup> 8pm @ The Old Bell Hotel.
10. Fionna Page, thanked everyone for attending and for their continued efforts in fund-raising and organising school community events.

## Chairman's Report

I am very pleased to present my report as Chair of the PFA. We have had a very successful year in terms of events organised for the whole school community and money raised, and as an almost new committee I think this is a great achievement as we have been learning on the job. We held 8 events during the year; 2 Quiz Nights for parents, friends and carers, a children's Christmas party, the Christmas Bazaar, 2 children's discos, a Mother's Day market and the Summer Fete. We have been successful in raising a total of £8,340.

We have been delighted to be able to donate a total of £4,200 to the school during 2016/17. This has enabled us to pay for our annual commitments to the school which Sophie will take you through shortly in her Treasurer's report. In May 2017 the committee agreed to raise funds to pay for a new extended reading scheme that will benefit the whole school. The target for this is approximately £3-4k and we have already reached 100% of that target. I would like to thank Sophie Young for her great work as Treasurer.

We have worked hard to stay in touch with parents and carers and to use all available routes of communication e.g. new PFA newsletter, email via the school office, school newsletter, posters, book bag inserts and facebook. I would like to thank Charlie Taylor for getting the PFA facebook page off the ground again. This now has 113 followers. Thank you to Mrs Christopher for re-posting the PFA events and messages on the school facebook page. For the coming year I would like to propose we introduce the use of class link parents and a free, easy-to-use app called Classlist which is widely used to engage parents in PFA activities as well as having useful tools to make parent-to-parent communication easier.

We were very pleased with the parent and community support for our events and fundraising activities during the year in terms of attendance at the events, and the feedback we have received has been positive. We will continue to generate a volunteer rota for the bigger events (Summer Fete and Christmas Bazaar) so that the task of manning stalls on the day are shared. We will also work to find other ways of highlighting how even half an hour of time donated can make a real difference, especially in the run up to the larger events. I would like to say thank you to Katherine Bailes, Vice-Chair for being a great support and a very willing sounding board as well as very active volunteer.

In conclusion, I would like to thank every member of the committee and every volunteer parent, carer and friend to the school for their support during the year and the considerable time and effort they put into organising, running and attending events. Finally, I would like to take the opportunity to thank the school for their continued support of the work of the PTA.

Fionna Page, Chairman

## Treasurer's Report

<b>Total Annual Commitments Sep 16 – Jul 17</b>	<b>£4,200</b>	<b>Total Annual Earnings Sep 16 – Jul 17</b>	<b>£ 8,340</b>
Year 3/Year 6 Residential Buses	£1,000	4 Key events; 2 Quiz nights	£1,140
Year 6 Yearbook / Goodies	£300	Xmas Bazaar	£4,945
Library archive / artefacts	£2,000	Summer Fete	£2,255
Forest school Equipment	£200		
Play pod Replenishment	£700		

**Balance as of Sept. 19th 2017:** £4720.51

**Commitments for academic year Sept 2017/2018:** £3500 (Playpod replenishment fulfilled)

Sophie Young, Treasurer