

PTFA AGM MINUTES

NEWTON POPPLEFORD PRIMARY SCHOOL

28th September 2016 at 8pm
School Library
Prepared by Emma Finch

ATTENDEES:

Bob Tubbs, Stuart Vaughan, Janet Stanley, Tilli Beglin, Jon Leeson-Kings, Lisa Kavanagh, Becky Smith, Emma Finch, Sarah Woodhams, Clare Saunders

APOLOGIES:

Mary Raffell, Pia Payne, Jo Cox

APPROVAL OF LAST YEAR'S AGM MINUTES:

The AGM Minutes dated 23rd September 2015 were approved.

CHAIR'S REPORT:

Bob Tubbs circulated his report (attached) and these were approved.

TREASURER'S REPORT:

Jon Leeson-Kings circulated the Treasurer's report (attached). The following points were noted:-

1. Cake sale money - some classes may have spent their funds but may have not yet claimed reimbursement from the PTFA as nothing has been claimed from year 4, 5 or 6. JLK to amend numbers when claims are made and to make footnote in current report to this effect.
2. Joan Smith (Becky Smith's mother) will audit the financial report and the committee agreed to purchase wine or flowers up to £10 as a thank you gesture for Joan's help.
3. Subject to the above adjustments the report was approved.

ELECTION OF 2016 / 2017 PTFA COMMITTEE:

1. Chair - Tilli Beglin (nominated by Bob Tubbs, seconded by Janet Stanley)
4. Deputy Chair - Janet Stanley (nominated by Emma Finch, seconded by Tilli Beglin)
5. Treasurer - Jon Leeson-Kings (nominated by Lisa Kavanagh, seconded by Clare Saunders)
6. Secretary - Bob Tubbs (nominated by Tilli Beglin, seconded by Emma Finch)

HEAD TEACHER'S MESSAGE:

- 1 Stuart Vaughan thanked the PTFA for all the fundraising efforts over the last school year. Once the new school build is complete there is going to be a real need for additional funds to properly equip the new building. Examples include staging and play-ground equipment. Fund raising activities are greatly appreciated.
7. Comment was made that the teachers need to be really clear what they need funding for this year. SV to raise with the teachers.
8. A suggestion was made that we could start a fund raising appeal with the children doing activities to raise money for equipment for the new school as this would be a great way to get the kids involved. For further discussion.

PTFA ACTIVITIES:

1. Parish Council Bonfire Night - 4th November 2016

- JS met with organisers who have agreed that our PTFA will provide the burgers, hot dogs and roasted meats. Other food vendors are Rickshaw Express, ice cream van and candy floss stand.
- 20 volunteers needed - 10 to serve food, set up and clean up PLUS 10 to help as marshals at the event. EF will prepare a communication to ask for volunteers and will start a list of those available to help on the night.
- JS to organise posts and tape to set up a food queuing system.
- We need to source a generator - EF to ask if La Rosetta is able to lend us one if they have one.
- EF to provide school with Parental comms to send out by Friday 7th October 2016.

2. Christmas Fayre

- Date set Saturday 26th November 2016 at village Pavilion.
- LK to confirm date with Pavillion management and that we can have access on Friday 25th Nov 2016 to set up Santa's Grotto!

3. Year 2 Golden Hind Trip

- Parents have been asked for a £10 voluntary contribution
- View is year 2 may end up short of money to finance trip and have requested support from PTFA if needed so trip can go ahead and all children can attend. PTFA agreed additional £75 if required to cover cost of trip (coach and entry costs)

1. Tea Towels or Bag for Life initiative

- Agreed we will do 'Bag for Life' this year.
- Agreed to print 400 bags in total. Print colour blue. No reference to Christmas so they can be sold throughout the year. Any spares at end of the year could be used as part of gift to year 6 leavers.
- MR has indicated she is happy to liaise with teachers. Art work will take 2 weeks to produce for whole school. BT to speak to MR to get this started immediately.
- BT to organise with printer for delivery before school Christmas Fayre on 26th November 2016

2. Quiz Night

- Suggestion we have 2 quiz nights this year as very popular.
- CS to ask Rob Derbyshire for available date around mid February 2017 for first quiz night.
- LK will liaise with Pavillion once date known.

NEXT MEETING: 10th OCTOBER 2016, 7.45pm, Canon Inn.