



## **CHARITY NUMBER 1168149**

### Minutes of the annual PTA AGM held on Monday 20<sup>th</sup> February 2017 in the school staffroom.

Apologies, Bonnie Shehan(BoS), Emma Ledwidge(EL).

Committee attendees, Micaela Bubb(MB), Jo Laughton(JL), Jeanette Norfolk(JN), Sue Barnes(SB), Karen Newitt(KN), Angela Kay(AK) Arlyse White(AW).

Also Attending, David Grant(DG)Headteacher, Kate Joyce(KJ)School governor, Jamie White(JW), Lucy Norfolk(LN), Scott Norfolk(SN), Nick Laughton(NL), Rod Kay(RK) Charlotte Kierney(CK).

It was noted that the number of committee members and non-members met the required quorum.

JL gave her chairs report. This was the second AGM. The minutes of the first one were accepted and JL gave a breakdown of how we had set up the PTA over the past year from scratch, how we had raised money over the past year and gave special thanks to Interconnector who have given us a donation of £750 and The Ongar Rotary club who have given us a donation of £250. Feedback from the students post discos was positive and JL spoke about how well behaved all of the students were. JL reported that the PTA were working on building community ties which in turn helps the school as we have had some lovely donations of raffle prizes from local businesses.

Going forward the PTA plans to put on a medium evening as our first large event. JL explained how we have struggled for venues until now, however with the new school building and more children at the school the capacity for larger events and increased fundraising will grow.

It was noted that we do not have a website as yet. **DG will work on this.**

SB gave her treasurers report. Accounts were available for perusal.

The PTA started with a balance of 0. After expenses the PTA have made a net total of £1,919.83p for year January – December 2016.

SB explained that the accounts for this year had been extremely straightforward. JN advised that we have £30 to come from The Giving Machine.

CK asked how to register with The Giving Machine. JN advised that it had all been publicised before Christmas, but would put it up on facebook again, **JN to put on facebook.** There was also discussion about setting up a 100 club and a second hand uniform stall. **MB to put these on the agenda for the next meeting.**

It was discussed that our PTA did not need an independent accountant at the moment as we have less than £25K in our account.

### **ELECTION OF MEMBERS**

All committee members stood down. Everyone in the meeting was asked who would like to stand for election. AW stated that she did not wish to be re-elected to the committee.

Jo Laughton was re-elected as chair

Jeanette Norfolk was re-elected as vice chair

Micaela Bubb was re-elected as secretary

Sue Barnes was re-elected as treasurer

Angela Kay and Karen Newitt elected as committee members. Bonnie Shehan was also elected as committee member in her absence. All other attendees advised that they did not wish to become committee members.

KJ and DG expressed their thanks to the PTA for all of their hard work over the past year.

Date of next meeting Friday 3<sup>rd</sup> March at 15:45 at School.