



Five Ways Primary School PTFA

PTFA AGM

Tuesday 4th October 2016

KS1 Staffroom

Present: Mrs Mander(President), Helen Phillips, Neil Dalby, Kerry Howard, Hayley Sidaway, Dilly Lidder, Naomi Browne, Hollie Horton, Kirsty Guest, Kerrie Tranter, Annette Read, Leigh-Anne Mills, Nell Pursehouse, Gillian Wilkes, Russell Dyke, Sarah Edgar

1. Apologies: None

2. Minutes of the 2014/15 Annual General Meeting held on 6th October 2015

The minutes were accepted by all as a true and accurate record

3. Matters arising from the minutes

Uniform – The PTFA can no longer support the sales of uniforms, however still promotes the uniform and answers questions at any events if they arise. Uniform Plus to host a trying on session yearly.

Mrs Mander to look into costs of covers for the gym equipment

Xmas presents were provided and the parties for Yrs3&4 as with the early years and Yrs1&2

Kerrie Tranter is still pursuing Uniforms Plus for outstanding invoices. PTFA/School to query will the school still get a percentage of uniform sales going through Uniforms Plus. Mrs Mander to ask Alison in the office and Kerrie Tranter to liaise with Uniforms Plus. Michaela Kerr to chase Crested for outstanding money.

Accounts were approved.

4. Constitution wording change

The attendees discussed changing the wording of the Constitution where it states about a quorum to run future AGMs. It was decided that 12 people are to attend future AGMs in order for them to go ahead without the need for additional ratification.

It was also decided that the Constitution be changed to state the committee be made up of 4 named roles (Chair, Vice Chair, Treasurer and Secretary) along with 3 Ordinary Members.

It was noted that the Constitution states the President (Head Teacher) will chair future AGMs, but decided that the President will hand to the Chair for proceedings.

5. Chair Person's report

Helen Phillips talked through her report which is attached.

6. Treasurer's Report

Kerrie Tranter talked through her report which is attached.

7. Appointment of an Independent Examiner of Accounts for the year ending 31st August 2016

Helen Phillips proposed Claire Crabb - all agreed. Helen Phillips to contact Claire.

The current committee stood down and the Chair of the meeting was handed to Mrs Mander as President

8. Election of Officers and Trustees of the Committee for 2016/17

The following Officers and Trustees were voted in by all attendees

Officer	Nominee	Proposed by	Seconded by
Chairperson	Neil Dalby	Michelle Dalby	Johnathan Devey
Vice Chairperson	Sarah Edgar	Helen Phillips	Kerrie Tranter
Secretary	Annette Read	Andy Read	Neil Dalby
Treasurer	Kerrie Tranter	Roger Tranter	Neil Dalby

Ordinary Member	Kirsty Guest	Sarah Edgar	Hollie Horton
Ordinary Member	Helen Phillips	Emma Wedge	Hollie Horton
Ordinary Member	Hollie Horton	Kirsty Guest	Neil Dalby

9. Any Other Business

Agreement of how to spend money raised – the following initiatives and good causes were accepted by all attendees

- Funding for three enrichment days with will be programmed for this academic year
- New playground markings
- Multi media system, consisting of an interactive whiteboard, laptop and internet access in the Key Stage 1 hall
- Key Stage 2 Enterprise Project
- Enhancement of the reading scheme throughout the school
- Enhancement of the school phonic scheme through a web based interactive phonic's programme
- Yr5 First Aid training

2016/17 wish list and fundraising target

Mrs Mander notified the meeting that although there was a provisional wish list, this would be finalised ready for the next meeting.

A target of **£10,000** was set

PTFA updates

As the new Chairman, Neil Dalby will look into the list of who needs updating ie PTA-UK, bank mandates and other official parties

Secretary role sharing

Neil Dalby, Helen Phillips and Annette Read to meet and discuss how the role will be shared, this will be relayed at the next meeting.

Fashion show

It was decided that the event will still go ahead even though ticket sales are quite low. The committee was confident that 80 tickets will be sold. All attendees to push sales at every opportunity

Container painting

It was noted that Mrs Mander has asked about the container being painted. Kerrie Tranter to ask Roger Tranter about what preparation of the surface is needed – to report back at the next meeting.

End of term parties

Neil Dalby to check with Michaela Kerr if she is still happy to organise. Agreed that someone will shadow Michaela in order to run the parties in the future.

Cheque writing

Kerrie Tranter wrote a cheque for £6,200.00 to the school for those items on the schools wish list that were agreed by the committee.

Enrichment days

Enhancement of the school library

Playground markings

Enterprise Project

Next Meeting – Tuesday 11th October 2016 @ The Mill Farm pub, 8.00pm