

MINUTES OF PTFA AGM MEETING
WEDNESDAY 19TH NOVEMBER 2015 – 6.30pm
AT THE BRITISH LEGION, HARTINGTON

PRESENT: Linda Wright, Kerrie Wager, Helen Derbyshire, Anna Wardle, Rachel Mellor, Vicky Allen, Holly Blackwell, Katherine Webley, Guy Debes, Judith Flower and Tracy Blackwell

APOLOGIES: Barbara Davies, Tammy Titmarsh

WELCOME: Linda Wright welcomed everyone to the meeting and thanked them for coming.

MINUTES: Minutes of previous AGM meeting dated 12-11-2014 were read by Linda.

- Proposed accurate by Judith Flower
- Seconded by Kerrie Wager

The minutes were signed as a true record.

MATTERS ARISING FROM THE MINUTES:

- Account signatories have still not been changed as Kerrie reported that HSBC will be closing it's local branch soon so she is now looking at alternative banks, eg Nat West.
- PTA name change to PTFA will be completed when the bank details are sorted.

CHAIRPERSONS ANNUAL REPORT:

Linda highlighted the PTFA successes over the last twelve months and thanked everyone for their continued support.

- Craft Fayre - £522.00
- Sweet Jar - £16.00
- Number Run - £557.50
- BBQ - £395.78
- Pie & Pea - £992.90
- Halloween Bingo - £111.00
- Sports - £293.94
- Duck Sales - £12.82
- Interest – Gold a/c £7.98

ELECTION OF OFFICERS:

- **Chairperson – Linda Wright** proposed by Rachel Mellor, seconded by Tracy Blackwell
- **Vice Chair – Rachel Mellor** proposed by Anna Wardle, seconded by Kerrie Wager
- **Secretary - Holly Blackwell** proposed by Kerrie Wager, seconded by Rachel Mellor
- **Treasurer – Kerrie Wager** will continue for now, but Anna Wardle/Dan Blackwell may shadow this year with a view to taking over next AGM
- **Number Run Treasurer – Judith Flower** proposed by Kerrie Wager, seconded by Tracy Blackwell

Judith Flower agreed to continue checking the Number Run and holding the school uniform. Dan Blackwell has agreed to carry on as the second number run checker.

ACCOUNTS:

- **Lottery Licence** – The lottery returns are still completed every time the Number Run is won or a raffle event takes place. The appropriate paper work has been completed and the small lottery licence renewed for the next twelve months. (Cost £20)
- **NCPT Liability Insurance** – To be renewed in January, paid by Direct Debit. This is kept in the accounts file.

- **The Charity Commission Form** – This was completed in July and will be completed again in July 2016. The trustees are Judith Flower, Kerrie Wager, Linda Wright, Rachel Mellor. Janet Galloway has stepped down from the governors and will be removed next July as a trustee.
- **Head Teachers fund** – has been used, Kerrie tops us as required.
 - **Accounts** – we have made a profit of £7.91 this financial year. Balances, £7,293.28 on the current account (Kerry to review moving some to better interest rate along with potential bank change) and £3,939.71 in the Gold account. £718.00 in petty cash.
 - **Expenses** - £779.95 ICT package, £525.30 Maths program, £45.00 Whitehall, £186.20 Panto, £250.00 HT fund, Raffle tickets £48.00. Note: Kerrie and Barry have paid for this year's Raffle tickets as a donation.

CHANGES STILL TO BE MADE:

- CAF Cash account with two signatures required.
- Natwest – Number Run account – Judith Flower looking into.

Letters issued during the year as thank you's from the Committee

Mr Champ, Ann Stubbs, Martyn & Linda Wright, Arthur & Michael Morson, Mr & Mrs Coombes, Mrs Annat, Mr Mycock (Bouncy Castle), Pete (Butcher).

QUORUM:

- AGM meeting – 3 committee & 5 others.
- PTFA meeting - 3 committee & 2 others

Meeting closed 7.20pm.

Thank you to everyone for attending and giving up their time.

Chairperson: _____

Date: _____

Secretary: _____

Date: _____