



PTA AGM Minutes - 27.09.18

Present: All parents and staff invited

In Attendance: Debbie Gayler (HT), Donna Murphy (SBM), Caroline Tooze, Amy Jones, Elaine Walker, Mark Davis, Caroline Rae, Kimberlee Perry, Andras Vizszeki

1. Agree name of association and aims:

Friends of Newhall

All agreed to go with model 'objects' from PTA -UK

2. Elect Office Bearers:

The President (the Head Teacher of the School): Debbie Gayler

Other roles and responsibilities were explained to the group by Donna Murphy. Volunteers came forward and were formally approved.

- A. Chairperson – Caroline Tooze
- B. Vice Chairperson – Amy Jones
- C. Secretary – Elaine Walker
- D. Treasurer – Mark Davis

Committee Members: Kimberlee Perry, Andras Vizszeki, Caroline Rae

Other parents are more than welcome to form part of the committee and will be invited to all meetings.

3. Agree how funds will be held, recorded and accounted for:

Agreed to keep PTA funds in main budget as income and cost centre. Treasurer to ensure two people count the money and ensure the correct amount goes in the bank. By doing this a separate audit is not needed as the PTA funds will be audited with the main budget.

4. Agree first objective for fundraising:

Agreed to raise money for outdoor playground equipment, e.g. trim trail. Agreed that this was tangible and a visual representation could be used to encourage donations.

5. Plan events calendar for this term and delegate responsibilities:

Movies and Munch – will need to go to Film Bank for a license – annual – 7th November 2018 – School to investigate and purchase.

Ask children to suggest films. Door to open at 4.45pm and film starts at 5pm. 6.30pm to go home. No under 4's. Snack and drink to be included. £3 per child.

Christmas Fayre – Saturday 8th December 2018 2-4pm – non-uniform day in exchange for bringing an item in for the Christmas Fayre. Caroline Tooze to take the lead on Christmas Fayre. Christmas Fayre meeting – 16.10.18 at 7pm. All parent volunteers to attend.

Bake Sale – 19th Oct – 3.15pm outside the school reception. Children asked to bring in cakes in the morning for selling.

PTA to provide refreshments at the Nativity plays on 12.12.18 at 9.30am and 13.12.18 at 2.30pm.

6. Agree date for next full PTA meeting and next meeting for organising events for this term:

16th October – 7pm – Next PTA meeting

7. AOB

Find an elderly people's home to make links with.