**PTA AGM Meeting Minutes**

**Wednesday 20th January 2021 at 7.30pm**

**via Zoom due to Covid-19**

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| **No.** | **Agenda Item & Notes** |
|  | **Welcome, note attendance and apologies**  **In attendance**  Jennifer Plenty - Chair  Jo de Bry - Vice Co-Chair  Katherine Field - Vice Co-Chair  Rachel Haffenden - Secretary  Laura Dunbar - Treasurer  Ann McGregegor - Head  Christa Bakker  Caroline Dawes  Gemma Stone  Sharon Stewart  Laura Dillion - Trustee  Amy Hayden  Lucy Briant  Laura Turney  **Apologies**  Nicola Brewerton |
|  | **Approve the minutes of the last meeting:**  Approved |
|  | **Co-Chairs’ Report**  Jen began with a vote of thanks to all PTA Executive Committee and wider PTA.  Special thanks to:  - Amy Hayden (ex PTA Co-Chair) stepped down to take up a teaching position at the school;  - Alisa Body - treasurer for 4 years; and  - Kat & Jo - support as Vice Co-Chair.  Many events necessarily cancelled this day year due to COVID. Successful events included:  Cake competition  Treasure hunt  Non uniform day  Christmas raffle  Christmas shopping day  Winter Woodland Trail  PTA continued to support the school:  - funded virtual panto and treat bags;  - supported the construction and completion of the outdoor classroom in collaboration with the Governors and school.  Thanks to the dedicated grounds team and for their continued hard work in maintaining the grounds.  Class reps - thanked for their work as crucial link between school/parents/PTA.  Hoping financial position improves over 2021 as fundraising opportunities become available. |
|  | **Treasurer’s Report**  (See attached summary document) |
|  | **Head Teacher’s Report**  (See attached)  Mrs McGreggor praised the PTA fundraising efforts despite COVID and noted spending hasn’t been needed this year.  - Allocated funds from the council will be spent on upgrading the internet and a new play pirate ship.  - Outdoor classroom - being used and all staff very pleased with it and will be widely used going forward.  - PTA funded the magic for the children this year - special thanks for the Winter Wonderland Trail, Christmas Shopping and Panto. |
|  | **Election of Committee/Trustees**  Chair - Jen Plenty - nominated by Kat Field and seconded by Jo de Bry  Treasurer - Laura Dunbar & Christa Bakker - nominated by Jen Plenty and seconded by Jo de Bry  Secretary - Rachel Haffenden - nominated by Jen Plenty and seconded by Kat Field  Vice Co-Chair - Katherine Field & Jo de Bry - nominated by Kat Field and seconded by Laura Dunbar  Governor Liaison - Laura Henger - nominated by Jen Plenty and seconded by Jo de Bry  Trustees - Jen Plenty, Katherine Field, Jo de Bry, Laura Dunbar, Rachel Haffenden, Laura Dillion, Alisa Body, Laura Henger Nicola Brewerton and Paulina Hechenleitner - to remain as trustees.  New Trustee - Christa Bakker - unanimously voted in by all attending Trustees. |
|  | **Allocation of Roles 2020**  - Classlist - Jen, Jo and Kat  - Second hand uniform - Ailsa & Christa  - Christmas cards - Ailsa  - Christmas shopping - Claire Lawrence  - Christmas & Summer Fair - Jen, Kat & Jo to lead  - Class Reps - to continue to end of school year. |
|  | **PTA Constitution**  - updating, condensing and making accessible.  - Jo to lead - Laura D/Christa & Rachel to assist. |
|  | **AOB**  N/A |
|  | **Date of Next Meeting**  Thursday 20th January 2022 |