

SYTCHAMPTON ENDOWED FIRST SCHOOL – PARENT TEACHERS ASSOCIATION

ANNUAL GENERAL MEETING

19TH SEPTEMBER 2013

The meeting held at Sytchampton Endowed First School was called to order by Gillian Hancock at 7.30pm

In Attendance: Sharon Williams (Head), Gillian Hancock, Pennie Gould, Bethan Houston, Penny Mason, Pascale Riley, Debbie Holbeche, Ann Haughtey, Claire Kneebone, Amanda Potter, Rose Parkinson, Kathryn Dunn.

Apologies: Ruth Stacey, Deborah Hutchinson

1) PTA Committee

Pennie Gould – Resigned as Joint Secretary

Bethan Houston – Resigned as Joint Secretary

Deborah Hutchinson – Resigned as Media Contacts Officer

Pascale Riley – Resigned as Treasurer

A letter was sent requesting applicants for above roles. No replies received

The following were voted and agreed:

Pennie Gould – Vice Chair

Penny Mason – Joint Secretary

Debbie Holbeche – Joint Secretary

Ruth Stacey – media contacts officer

As no current replacement for Treasurer was found PR agreed to continue but would definitely be the last year. AH confirmed should be able to take over next year and would liaise with PR in the year regarding a transition period.

Class Reps – Debbie Holbeche new class rep for reception, others to remain as previous year

2. Head Teachers Report

SW thanked the PTA for all its support and for monies raised.

It has been a very difficult year; Mrs Deakin had started the change and was a huge support. We are moving forward and promote school slogan "Ready Steady Grow".

It was important to remember that we now only have 53 families and needed to think carefully about the number and the size of events for the year.

PTA Funding would go towards:

Complete Library – soft furnishings

Listening stations in classrooms

More ICT, laptops in classrooms

Ofsted audit the quality of the schools communication and the PTA contribute to this, eg the text service, website, events and fund raising. Links with development plan for targets.

SW advised the school had plenty of leaflets which had started to be distributed in local nurseries and Droitwich library. Need to continue to put leaflets in appropriate places.

3. Chair Persons Report - see attached

4. Treasurers Report - see attached

Brief overview

- Summer ball made £5k profit
- Summer fete £1100
- Xmas bazaar £500
- Bounce £480
- Disco £440

Pascale noted that the film night proceeds had dropped from approx £400 to £165 last year.

In the bank at present £2181 which was felt to be a good point to start the year with.

Considerations were that £500 had already been promised to reception, text service is £375, normally spend around£300-£400 on trips.

5. This Years Events

SW felt that we should target one big event per term, otherwise it may be perceived by some parents as a constant ask.

It was felt it was important to publicise more events to outside of the school and involve the children more in the fundraising.

We also need to focus on the Open day as the key thing is to get the number up.

a) Sponsored Read – agreed to move to after half term and tie it in with World book day on the 6th March.

b) School Disco

Possible dates were 23rd or 25th October – awaiting Ian Rowbery to confirm when available as he would do disco free of charge.

SW advised she wants staff to attend from now on and felt therefore Wednesday would be a preferred day, however, this may cause issues with parking at community hall as they have events on a Wednesday.

SW also confirmed that she would prefer there to be more organised activities for the children and to remember that it needs to accommodate all year groups including reception children. This especially so for a Halloween theme and note should be made that no masks are allowed only face paints.

Time agreed 5.00-6.30pm check with Jayne to see if this clashed with hall activity

If no disco available look at getting sound system to play music and organise a more activity based party rather than full on disco.

Childrens to make things to decorate the hall.

Older siblings would be allowed

SW advised we should check the capacity of the hall due to insurance and need to monitor numbers

c) Open Morning

10th October 9.30-12.00am

Pta will provide refreshments

Volunteers needed. PM definite BH and AH possible

SW awaiting reply regarding hot dinner display

d) Shopping Night

6th November 7-9pm

Tickets £3 to include glass wine

Lots of people interested in stalls – offer to parents first then see if we can accommodate any more

Needs to be advertised outside school and possibly move it to the hall as more space, possible date 12.11.13 need to confirm with Jayne. Make it a community event advertise the event in the hall itself.

e) Non Uniform Day

Normally a Friday but as forest school day is now Friday move to Mondays – next one 18th November

f) Christmas bazaar

SW wanted a DT (design and tech) week where the children would make things to sell at the bazaar. Possibly some of the older children have they own stalls.

Look at using school class rooms as not enough room in the school hall

Advertise outside of the school

g) Mothers and Fathers Day

It was felt that asking for a donation (gift) then asking for a money donation to get a gift back was not maybe the best way to handle this.

h) End of Year Big Event

Suggested some kind of music festival

SW check licensing for music and noise.

Other ideas to be discussed at a later date, wine tasting evening, race night, look at cake stall each term. With the classes taking it in turns.