

Swavesey Primary School PTA

AGM Minutes

Monday 12th October 2020 at 7pm

Meeting held via Zoom due to COVID restrictions

1.	Welcome	
	KW welcomed all those attending:	
	Kate Wilson – Chair (KW)	Mrs Norden – Head (AN)
	Tina Carminati – Treasurer (TC)	Miss Poskitt – Deputy (LP)
	Lynsey Ogilvie (LO)	Georgina Warrington (GW)
	Kirsteen Watson (KWa)	Suzanne Robbins (SR)
	Maria Barquin (MB)	Filip Svoboda (FP)
	Hannah Parish (HP)	Elle Higgins – Teacher (EH)
	Wendy Whistler – SBM -(WW)	Neil Williams (NW)
2.	Apologies	
	Lindsay Foster (LF)	
3.	Minutes of the last meeting	
	KW approved the minutes of the last AGM.	
4.	Update for the year	
	KW thanked everyone for their continued support over the last year and despite the current restrictions we had managed to hold many events during the first term of the academic year. The reception welcome coffee mornings had been a success, followed by the Bingo night, film night, discos and many others. Sad to be losing so many Year 6 mums, namely Paula Land and Helen Harrison and thanked them for all their hard work over the years. KW also confirmed that she would be stepping down as chair but wanted to remain on the committee as a helper.	
5.	Financial Report	
	TC confirmed that we opened the 2019 academic year with £14,056.88 in the bank and we closed the year with £5,531.88 . We held many successful events in the first term and managed to raise close to £4,000: Bingo Night raised £445.81 Film night – Dumbo - £160.92 The Great SPS Bake Off - £237.18 Fireworks Night - £1477.76 Christmas Shopping Evening - £364.60 Advent Craft Fair - £45.90 Dog Walk Raffle £33.00 Christmas Disco - £179.50 Santa Run refreshments - £100.58 (half donated to Children with Cancer)	

	<p>Christmas production/ gingerbread raffle/ carol concert - £378.81 Christmas jumpers own clothes day - £198.45 Film night – Aladdin - £145.89 Easter disco – £188.78 Mrs T Easter Run refreshments raised £38.70</p> <p>All other events had unfortunately been cancelled.</p> <p>Donations included: Amazon Smile £209.08 Paypal giving fund £42.00</p> <p>Wish list totalling £11,853.94 paid to the school last year which included: Junior Librarian, Charanga Music Resource, Quite Area Match funding, Twinkl Teaching Resource, Oxford Reading Tree Books, Environmental Books, When Cambridge Sings Project, Purple Mash, Upgrade of Website, 20 new ipads, Cows about Cambridge Arts Project. The PTA also paid for Father Christmas visit with a present for each child.</p> <p>Annual memberships included: Parentkind - £110.00 MPLC - £72.49</p> <p>Full report shared.</p> <p>TC confirmed that the school had already approached the PTA for financial assistance with Purple Mash and Junior Librarian licenses for the year ahead.</p> <p>TC raised concern over the future of fundraising in its current form in the current climate. New ways need to be explored.</p>	
6.	Update from Mrs Norden	
	<p>Mrs Norden (AN) thanked everyone for their hard work over the past year. £4,000 in the first term was a fantastic effort and would have been very much in line with beating our previous years target.</p> <p>AN confirmed that the need for PTA assistance was even more vital moving forward. The school not only lost out on the PTA fundraising but lost earnings through the pandemic on lettings, preschool and before/ after school club.</p> <p>Purple Mash and the upgrade to the website had proved essential over lockdown and provided a reliable learning platform to all pupils.</p> <p>AN thanked all the Year 6 mums for their incredible help over the years especially Kate Wilson, Paula Land and Helen Harrison and wished them all well.</p> <p>AN confirmed the need for alternative thinking for the year ahead for other funding streams.</p>	

7.	Outgoing PTA members	
	<p>KW confirmed that many year 6 mums were stepping down this year: Kate Wilson – Chair. Paula Land - Secretary Helen Harrison Victoria Santos All were thanked for all their help over the years.</p>	Thank you from us all
8.	Election to new officer roles	
	<p>LO proposed as chair by KW. Seconded by MB. GW proposed as secretary by KW. Seconded by MB. TC happy to remain in role. Agreed by all.</p>	
9.	How to recruit new members	
	<p>KW welcomed all new parents joining the meeting for the first time.</p> <ul style="list-style-type: none"> - KW confirmed that she would like to continue to stay on as a helper to the PTA as her youngest would be starting preschool fairly soon. KW would like to try and be the link to preschool to try and generate some interest with the new mums/ dads there. - FS has a coding background and can offer any help with that. <p>KW confirmed the need to actively encourage more parents to help where they can. Holding meetings on zoom may encourage more parents to attend.</p> <p>It was agreed that more should be done to communicate with all stakeholders including who we are, what we do, what we have raised spent, newsletter and totaliser moving forward. Perfect time with new committee.</p> <p>TC asked that all new parents to email the pta email address (pta@swavesey.cambs.sch.uk) if they wished to be added to the circulation list for the minutes.</p>	
10.	The year ahead – what plans can we make?	
	<p>AN confirmed that it is highly unlikely that we will be able to hold any of our normal fundraising events this term. Fireworks/ discos and cinema evenings would all be off.</p> <p>TC confirmed that some parents had asked how to donate online so TC had taken the PTA events website out of 'dormancy' and was starting to refresh content. She had also applied to the HMRC to be registered as a charity for tax purposes so that we could claim back Gift Aid for all donations.</p> <ul style="list-style-type: none"> • All agreed that we should find some way of providing presents to the children at Christmas. KW to ask Caroline Stevens to organise presents. • Christmas jumpers could go ahead. • TC suggested that as children wouldn't be trick or treating this Halloween whether we could hold a Smarties Challenge over the October half term period. All children could be given a tube of smarties and asked to that, when they have finished their smarties, they could see how many coins 	<p>TC</p> <p>KW</p>

	<p>they can fit into their tube and bring it back into class. Classes would collect all. PTA to collect (sterilise all) and count up how much each class raises. Then crown the Smarties Challenge winners for 2020. All agreed.</p> <ul style="list-style-type: none"> • KWa suggested holding a pumpkin trail. 20 pumpkin pictures displayed in windows around the village. All numbered. Challenge is to find them all. Parents to provide sweeties. Instead of trick of treating. All agreed. <p>Other ideas included...</p> <ul style="list-style-type: none"> • More non uniform days • Christmas cards/ merchandise • Sponsored events... could golden mile be sponsored by family members? • Competitions • Bids <p>All to be discussed at future meetings.</p>	<p>TC</p> <p>KWa</p>
11.	Any other business	
	None raised.	
12.	Date of next committee meeting	
	LO confirmed that the next meeting would be zoom on Monday 9 th November 2020 at 7pm. AN to issue link.	

Signed as a true copy

Signed: Kate Wilson (Chair)

Date:

Signed: Lynsey Ogilvie (New chair)

Date:

Signed: Mrs Norden (Headteacher)

Date: