



Parent Teacher Association
PTA Membership Number 16317
Registered Charity Number 1161458

Minutes of Annual General Meeting 10 November 2021

Present: Richard Spencer (RS), Jacqui Woods (JW), Weike Eringa (WE), Rebecca Kelly (RK), Shona Frost (SF), Alexandra Farrell (AF) Lucy Casson (LC) and Bernie Ridge (BR)

1. PTA Matters and what is on the schedule for the following academic year

RS explained that we have run or are due to run a number of events in this term. These include the spooky picture competition, the 'design your own' Christmas cards, a non-uniform day and the Christmas jumper day.

Due to ongoing concerns regarding Covid, the Christmas Fair will not be able to happen this year. It also looks like the outside alternative proposal of carols and mulled wine outside is unlikely to happen.

The attendees discussed what other potential events could be held in the current circumstances.

BR suggested a couple of ideas, one being a tombola where each child brings something from home that they no longer wish to use (for example an old toy or teddy) and these form the basis of prizes for a tombola. She also suggested a cash raffle where we use 50% of the proceeds as the prize and the rest goes to the PTA. RS explained that at the Christmas Fair we run a competition very similar to the one BR suggested called the "Half and Half Jar". It was discussed whether we could run this competition remotely. RK asked if it was a possibility for the PTA to run a "virtual" Christmas Fair so that people could enter competitions and donate funds via the Gateway App, which they would otherwise have spent at the Christmas Fair.

RS also mentioned Easy Fundraising and Amazon Smile as a very simply and effective way of raising funds. If used correctly, retailers and companies will donate directly to a users nominated charity when that user purchases goods / services from their website. If a user nominates the PTA as their "supported cause", contributions can go directly to the PTA.

SF mentioned that we need to communicate to parents and carers how these Apps can be used. Generally people are either not aware of the Apps or don't understand how to use them. SF is going to prepare a communication which can go to parents and carers explaining how to set up these Apps so that funds can be raised each items are purchased online *[Note, this action is complete]*.

In relation to the virtual Christmas Fair it was suggested that potentially four options could be placed on Gateway App for fundraising:

1. Half and Half Jar;
2. Count the Reindeer Poo competition.
3. Sell Moortown canvas bags
4. General donations.

WE would still like to explore the carol singing somewhere and see if this is a potential possibility, even if this was held in Moortown Park. Discussions were had as to whether carols would be taking place at M&S with the children in years 3 to 6 singing. SF is going to speak to Claire Weekes to see if the carols are going ahead with M&S this year and if they are, whether we could choose the PTA as the charity to which donations are made when the children sing at M&S.

BR also suggested another event that we could possibly do, which would be a great way of raising community spirit. She suggested a weekend event whereby a child would accompany an elderly person on a walk around Moortown Park. The children would pay a small amount to walk around the park with an older person. She noted that the benefits of this to the older person could be huge and help their general wellbeing. BR is going to speak to Claire Weekes and see if we have any links with local elderly residents homes, such as Donisthorpe Hall to see if we could take this idea any further.

It was also noted that Ponzerrotti Restaurant is opening in the old Bank premises. RK suggested that when it opens it might be useful to see if we can partner with them to do a community event such as children singing outside the restaurant, perhaps with the restaurant providing some mulled wine and nibbles whilst the children sing. This would enable the restaurant to raise its profile in the community and also give the PTA the opportunity to raise some funds. RK will explore this with Ponzerrotti Restaurant when it opens.

2. Recruitment

RS explained that we have three trustees on the PTA but we would like to see a lot more people registered to come to PTA committee meetings together with a bigger group of people who are willing to volunteer at PTA events. SF enquired if we should move to formalise the class representatives. WE advocated this and supported this idea. It was noted that ideally two class representatives would be appointed and these would be responsible for communicating information about the PTA back to the relevant classes, being a point of contact for parents for liaison with the PTA and for raising volunteers for PTA events. It was noted that we currently have parent representatives in each year group other than year 2 as follows: RK & JW have children in year 6; RS and JW and LM have children in year 5; JW and LM have children in year 4; WE and RK have children in year 3; SF has children in year 4 and year 1; LC also confirmed she would be happy to be the class representative for reception. We could do with a few more class reps, but the team was encouraged to go back to the parent WhatsApp groups to see if they could drum up any support for parental representatives.

In terms of recruitment and progressing the PTA, SF mentioned that it would be helpful if we could learn from other PTAs in the sphere of schools within our federation. SF is going to ask CW if we can learn what other PTAs in the sphere federation are doing.

3. AGM Matters

3(a) Treasurer's Report

Jackie gave her Treasurer's Report.

The balance carried forward from 2020/2021 was £3,183.35;

Monies in during the year £10,242,89

Monies out during the year £10,800 (contribution to back playground and playground signs)

Balance carried forward is £2626.24

Current account balance is £2,748.39

It was noted that the Christmas cards have had a very positive take-up this year – double the numbers that were completed last year. It was also noted that the spooky competition has had a good response and raised £88.62. Therefore the bank balance should be bolstered shortly with funds from these two events.

3(b) Chairman's Report

RS reported how difficult it has been to raise funds in the light of the Covid Pandemic, but noted that the situation is hopefully now improving. Over the last year the PTA have spent money on the following school purchases:

1. Maps for the school playground;
2. A £10,000 contribution to getting the back playground established and tarmacked; and
3. £1600 on planning costs, plus lots of additional time and effort into obtaining the necessary planning permissions and consents.
4. Subsidised recorders for pupils at school
5. Leavers hoodies (2021 leavers)

RS also reported that lots of tree planting sessions have been going on in Moortown Park, which has been a combination of efforts from the Moortown PTA and the Friends of Moortown Park Group.

RS noted that the big PTA raffle has also been good at allowing us to raise some funds.

WE will ask CW to provide a list of things that the school would like us to raise funds for as this will help us to increase engagement with parents and carers.

3(c) Appointment of Trustees

RS, JW and RK all stood down as PTA Trustees.

RS confirmed that he was prepared to be re-elected as Chair of the PTA. His re-election was unanimously supported. RS confirmed that it will be his last year as Chair. He will step down as Chair next year but will be happy to help whoever takes up the position of Chair for the following year, so that that parent could be established in the position before RS has no children left at Moortown School.

JW stepped down as Treasurer. LM confirmed that she was happy to be appointed as Treasurer in place of JW. LM was unanimously elected as Treasurer.

RK confirmed that she was prepared to stand as Company Secretary for a further year. She was unanimously voted as Company Secretary. RK noted that next year she will also be stepping down next year but would be happy to be co-secretary with another parent, if required.

4. Any other business

It was noted that we could need another meeting quite soon to deal with the practicalities of organising the pending pre-Christmas events.

5. Next meeting

It was proposed that the next meeting should be on Wednesday 17th November at 8pm, specifically to discuss the Christmas Movie afternoon, the virtual Christmas Fair and potentially the Secret Santa.

There was no further business and the meeting was closed.