



The Friends of Coopersale and Theydon Garnon C.E Primary School

AGM Meeting Minutes

20th September 2019

Present/Apologies

- Present: Emily Salmon, Kerry King, Helen Baker, Hayley Cattini, Debbie Durham, Lisa Ward, Dale Bateman, Gill Stevens, Natalie Goldsworthy, Sharen Valentine, Steve McGory, Louise Mills, Caroline Gulberti, Valeria Gagliano Styczynski, Claire O'Brien
- Apologies: Catherine Celaschi, Lesley Garland, Sarah Rose

Chair's Report

This year has seen a more experienced PTA committee team, with a new Secretary and several active volunteers working together. It has been a more challenging year for volunteers as some active parents have left the school due to their children completing year 6.

We raised the funds by offering our most popular activities that many of the children really enjoy which includes 2 Movie and Munch sessions; 2 themed discos with one successfully moving to the Summer term; Christmas and Summer fayres that were well attended; afterschool treats and uniform sales; mother, father and Christmas gifts sales; Christmas cards and gifts; Bags 2 School and the easyfundraising website bringing in a trickle of extra income. There was also a very well organised and attended quiz evening for the adults. We also joined with the local church to assist with their Easter Egg hunt by staffing a bouncy castle.

The PTA raised a good result of £5500. Over the year money has been provided for 2 x tuition tables; £500 contribution to class room technology improvements, Dictionaries; 2 x Microsoft Pro Tablets with accompanying TVs for tuition spaces; Espresso Teaching aid (annual); Year 6 leavers gifts (annual); Year 6 Lunch (annual); Christmas Pantomime for the whole school (annual); Christmas Crackers and Drinks (annual); Easter Eggs for the whole school (annual); and money has been pledged towards improving the outdoor learning courtyard.

This will be my last Chairman's report as I am stepping down after three years, however I will continue to be an active PTA member. I would like to express a very big thank you to everyone who has contributed, supported and allowed their children to participate in the fundraising activities in 2018/2019.

Financial Report

Helen Baker presented her report and provided the accounts for the year. The amount raised for this year is £5,440 which is up by £400 on last year.

There was fantastic profit from both school fayres this year. £200 was made from the Easyfundraising website; this is easy money and we could make a lot more if we could get more parents to sign up.

The closing balance is 7598.27

The PTA has paid for various items for the school including technology for the resource room, touchboards, iPads, horseshoe tables, a Christmas panto and dictionaries. There are still other items to be invoiced in order to finalise what is available to spend.

We can now register to become a charity as we have raised more than £5,000. This can be time-consuming and Natalie offered to look into this again with the charity commission.

What are we aiming for over next year?

- Mr Bateman said we have saved £1000 on the technology as it became cheaper as time went on.
- The Junior Leader Team have had quite a lot of input into how to develop the outdoor area and this will be purchased in the next few weeks.
- £1000 pledged to Early Years who now need to consider what they want to buy.
- Sports - a new shed has been installed and the school would like to purchase some small equipment and also some uniform that can be used when children go to external events and are representing the school. £500 was pledged for this.
- when the invoices come in we will know how much money can be allocated and can discuss at next meeting.
- Mr Bateman asked for a contribution towards the attendance high teas and year 6 leavers afternoon teas (wellbeing fund) and £200 was pledged for this.

Election of committee

- Emily has decided to stand down as chair and nobody has yet come forward for this role, so in the interim it was agreed that Kerry and Hayley would co-chair until a replacement is found
- Natalie to become vice chair
- Lisa to remain as secretary for another year
- Helen to remain as treasurer for another year

Events coming up

- Movies and Munch - coming up on 4th Oct. Kerry to organise, Sharen to help with a view to organising future events. We will be showing 2 films as this will now have to take place in classrooms due to Shine Clubs operating in the hall.
- Bags2School - Hayley to continue with November event and will research to see if there is a better organisation to use for future. The next one is on Tuesday 3rd December.
- Christmas Cards / Gifts - this is a tight window in order to get gifts back in time. Forms need to be back by half term this time. Emily to organise but is happy to show someone else what to do for future.
- Panto - Hayley has found an alternative company as the one we have used previously has become very expensive. A couple of other options were discussed (Zinc Arts) but if this is not feasible this year it was decided to take a gamble on using the cheaper company.
- Christmas Tree Festival at St John's Church - Debbie is happy to organise again, we just need to come up with a school theme.
- Disco - This is to be held on 13th December and Kerry is happy to organise this again.

School App / website

- The school website has been re-launched and is gradually being populated with all the information from the old one.
- There is also a new App which will be advertised soon; this will be the main way to pass information to parents, with Studybugs being used for personal messages to specific parents or for reporting sickness.

Working Party

- Mr Bateman is in the process of setting this up and the aim will be to look at policies etc and how we get information out.
- It will consist of an upper leader, governor and 2 parents/PTA members, preferably with one from each key stage. He is not looking for names just yet.

Generating New Volunteers

- It was agreed that we need a PTA representative in each year group as follows:
 - Cherry - Sharen
 - Maple - Kate McCarthy
 - Willow - Cath
 - Aspen - Emily
 - Ash - Natalie
 - Beech - Louise
 - Sycamore - Lisa
 - Oak - Mr Bateman to speak to a dad he knows who might be interested in this.

100 Club

- This has been re-launched again but is still not successful. Sharen agreed to take this on and try to make it work.

First Aid

- Debbie's certificate is running out and she needs to get on another course.
- Kerry and Sharen are both qualified in paediatric first aid.

Noticeboard

- Mr Bateman is in process of getting a new noticeboard at the front of the school and is trying to get permission for signs to go at the top of Brickfield Rd on the main road.
- There is also the possibility of having an outdoor TV.

Next Meeting: 17th January 2020