



Watermore PTFA AGM 2nd October 2018 – Infant Site

Welcome

Rik welcomed everyone to the meeting and explained the purpose of the AGM, new officers need to be elected and the core committee agreed. A question was asked re what's involved in terms of being a member of the committee. Rik outlined the requirements of the committee are to meet approximately every 2 months and that each main event sub-committee will also have meetings to plan the events. There was a questions as to how many members need to be present to make meetings quorate, ideally 8-10 members are needed for meetings to run efficiently and for votes to take place. Rik stated that everyone is welcome to all PTFA meetings even if they are not formal members of the committee.

In Attendance

Rik Gibson	Sarah Way	Eoghan Osullivan	Dan Newall
Vic Butcher	Rhian Cable	Fionnuala Costello	Lisa Richards
Andy O'Donnell	Amy Sumner	Lydia Cerguera	Janet Hoyle
Lauren Poulter	Jenny Allam	Vicki Rodda	Chris Hotchin
Catherine Pritchard	Karen Thompson	Wendy Howse	Nic Ware
Simon Way	Joanne Lee	Jeanette Cook	Clare Roberts
Emma Hopkins	Rick Pearce	Adam Ghaibi	Rowan Clemente

Apologies

Dan Dunne-Squire
Steve Fraei
Jackie Novels-Prior

Treasurer's Report

The report was available to read before the meeting. Andy provided an overview which confirmed the PTFA had a very successful year. The year opened with a bank balance of circa £19K and closed with circa £30K, this was due to the fact that income was up slightly on the previous year and expenditure (both on events and school) was down slightly. Money was spent on sports equipment, pantomime performances and class workshops but there was no one big expense this year unlike last year when we funded the science lab. There are some expenses still due to be requested and paid and so real funds are likely to be around £29k (after these debts).

Janet pointed out that last year the committee agreed to keep some money aside to fund items for the new school as funding for the new build is very tight. This was a deliberate decision as the committee would like to support the new school and fund things like play equipment, sports equipment etc. It will be a while until the school knows how funding is panning out so they don't know what support is needed yet. Janet hopes to know more by spring 2019.

Andy stated we need to improve on matched funding. Some companies have schemes where they will match funds raised by charities if employees have supported the organisation or running of the event (e.g. helping run a stall/game on the day, attending sub-committee meetings to help plan

etc.). If anyone works for a company who provides this scheme please talk to Andy or any committee member to get more details, your involvement does not need to be huge so it doesn't require a big investment of time/energy but is a great way to easily raise more money.

Chairperson's Report

The report was available to read before the meeting. Rik pointed out that there was one omission from the report – last year the PTFA ran its first quiz night which was a great success. Rik invited any questions re the report, none were raised.

Election of Officers and Committee

The committee is comprised of 4 officers and 8 other core committee members, legally it has to be comprised of 12 members. 12 members would have control over the constitution and would need to vote for this to be changed. The constitution was reviewed and updated at last year's AGM so there shouldn't be any need for further changes in the foreseeable future.

All officers stood down from last year's positions and nominations were received and seconded for the 4 officers. All were unanimously agreed as below:

- Chairperson – Andy O'Donnell (nominated by Rik Gibson, seconded by Vic Butcher)
- Treasurer – Simon Way (nominated by Andy O'Donnell, seconded by Rik Gibson)
- Vice Chair – Lauren Poulter (nominated by Andy O'Donnell, seconded by Sarah Way)
- Secretary – Vic Butcher (nominated by Rik Gibson, seconded by Jenny Allam)

The following core committee members were agreed:

- Rhian Cable
- Catherine Pritchard
- Eoghan O'Sullivan
- Adam Ghaibi
- Lydia Cerguera
- Janet Hoyle
- Wendy Howse
- Karen Thompson
- Sarah Way
- Rick Peace

The following main event leads were agreed:

- Winter – Sarah Way
- Summer – Dan Newhall
- 10K – Nic Ware / Laura Thomas (Laura to run the 2019 event on the day and become leader for 2020 event)

Rik and Andy made a plea for new faces to get involved and join one of main event sub-committees, it doesn't necessarily require a lot of work, just get involved and have fun! The future of the PTFA over next few years will rely on new blood getting involved, lots of current members will unfortunately be leaving in the next few years.

Class Reps

Class reps act as a liaison between their class and the PTFA, they are a good way for the PTFA to engage with other parents. The role includes helping to generate support for our main events, being available to talk to parents at the school gate etc. The following reps were agreed:

Reception

- Wren – Yasmin Bailey
- Robin – no volunteer, TBC

Year 1

- Owl – Jackie Novels-Prior
- Woodpecker – Sarah Way

Year 2

- Heron – Jenni Beezer
- Puffin – Fionnuala Costello

Year 3

- Jay – Catherine Pritchard
- Swift – Rhian Cable

Year 4

- Eagle – Karen Thompson
- Starling – Clare Marsh

Year 5

- Nightingale – Amy Sumner

Year 6

- Kingfisher – Rik Gibson

10K Update

Nic Ware provided an update. There were 415 entries, 321 started and 320 finished the race. For any race there is usually a 10-20% drop out rate. The number of entries was higher than last year and a question was received as to whether the number of entries should be increased again given the dropout rate. It was agreed that the number of places shouldn't be increased as it would potentially impact on the small community feel of the event and also be a potential safety issue with runners on the road and crossing styles etc.

The race was chip timed for the first time this year and this worked really well. There were 320 rainbow run entries and everything at the event ran smoothly. It's too early to provide any finance update.

The 10K sub-committee all are now stepping down, Laura Thomas and a group of friends have volunteered to take over. For the 2019 event Nic Ware and the old sub-committee will take a lead on the organisation and then Laura and the new sub-committee will take a lead on race day. From 2020 onwards Laura and the new sub-committee will be fully responsible for the event.

Nic stated that volunteers are always needed, the organisation time for the event probably isn't as much as for the summer/winter festivals but the day itself is very busy.

The committee acknowledged the 10K team and thanked them for all the work they have done over the years. Fionnuala commented on how much of a fantastic community event it is.

Winter Festival Update

Sarah Way provided an update. The first meeting of the Winter sub-committee has been held and the date of the event is confirmed as Friday 14th December 2018. It will be held from 4.30-7.30pm which is slightly earlier than in previous years.

The event will be of a similar scale and format to last year. Due to the number of children with another extra class this year the committee are thinking of doing more of a walk through Santa with children in the waiting room doing simple craft before filtering through to see Santa making more of a flow through. They will allot a time slot for children to visit Santa and parents will be able to pay on arrival on the day.

Some other ideas being considered are having children singing to make the event feel more festive, having a specific games room run by Years 5 & 6 with adult support on the door. This should reduce the number of adult volunteers required.

The sub-committee are next meeting on Tuesday 16th October at The Rising Sun from 7.30pm. Anyone is welcome to attend and as usual, volunteers to help with the event are always needed. Please speak to Sarah re any queries.

Summer Festival Update

Dan Newall will again be leading the Summer Festival sub-committee this year. Again volunteers to help organise and run the event are always needed. Please speak to Dan re any queries. The first meeting of Team Summer is likely to be held in November.

Marquee Team

Emma Hopkins organises the marquee team to erect and take down the marquees for all the main events. Extra helpers are always needed so please speak to Emma if you are able to help out.

Date of Next Meeting

The next committee meeting will take place on Thursday 18th October at 7.30pm in the back room of The Rising Sun.

It was agreed that we alternate committee meetings between a Tuesday, Wednesday and Thursday. The dates for the year will be agreed at the next meeting.

Any Other Business

On behalf of the school Janet thanked the 10K sub-committee (who have run the event for the last 6 years) and Rik (who has been chair for the last 5 years). They have all put in a huge amount of hard work and contributed to thousands of pounds being raised for the school.