

Aldersbrook Primary School PTA Annual General Meeting

Minutes

Tuesday 20th October 2020, 7.30pm, Online

Core Committee: Chair – Lucy Thomas, Secretary – Jane Skelding, Treasurer – Iain Smith

Note: This meeting was held over Zoom thanks to Covid-19 restrictions. 43 members attended which was a quorum and participated in the voting process which was conducted by anonymous Zoom Poll.

1) Welcome from Chair

On behalf of the Parents we would like to make special thanks to the staff at the school, led by Mr Hughes and Miss Crouch for their exceptional support of the children during Covid-19, both lockdown and making a safe return to school.

The chair would also like to make special thanks to Fosha Balais, Katy Meaden, Nic Coe, Michelle Richards, Sue Gale and Fran Hills for their help with events; Tim Daicon for his donation app; Finkernagels and Goddens for the Shed project.

Lucy and Jane are stepping down after four years but would like to thank every parent and staff member who helped run such great events and raise so much money over the last few years.

2) Last minutes. Reviewed and approved by unanimous poll

3) Chair's Report (full report attached). Approved by unanimous poll

4) Treasurer's Report (full report attached)

Treasurer would like to thank Julian Porter for auditing the accounts. Our income was down on the previous year but still in excess of £20k at the end of the financial year so we are in a good position.

Approved by unanimous poll

5) Election of Committee

- a) Trustees Kerry Flitcroft, Susan Gale, Emma James stepped down. The rest of the trustees will continue - confirmed by unanimous poll
- b) Treasurer – existing treasurer Iain Smith confirmed by unanimous poll
- c) Chair and Secretary – current post holders stepping down; Lucy Thomas and Jane Skelding. One nominee for each role was put forward and these were voted in by unanimous poll. Tess Oldham as Chair and Suzanne O'Farrell as Secretary. The new Chair (Tess Oldham) and Secretary (Suzanne O'Farrell) will be set up as signatories for the PTA bank accounts and assume responsibility for the Charity administration, Small Lottery licence and other administrative responsibilities in line with their role.

6) Kitchen Project (Brian Hughes and Iain Smith)

Head teacher outlined the funding requirements of the School Kitchen project. This stands at around £35-£40k but the school only have £20k. Treasurer recommended that the PTA top up the school fund with £15k rising to £20k if required which will allow the PTA to retain £5k for ongoing commitments.

Spending approved by unanimous poll

7) Fundraising

At the time of the meeting London is on Tier 2 lockdown, all planned fundraising will take into account possible changes to lockdown levels and resulting restrictions. Under the current restrictions the Winter and Summer fair, Community Day and all discos will be suspended and alternatives sought as outlined below.

Chair outlined suggestions that have been made for ongoing fundraising activities (all Covid-secure suggestions). All were broadly agreed, the new committee will investigate further and update next term. Foshia has offered to continue to do graphics for events (thanks from the committee).

1. Break the Rules day – agreed for 12th February
2. Christmas raffle and 5p race can continue in usual way on current Covid alert level.

3. Online Quiz – all in favour. Suggested there is a prize. Also suggested that 'Quiz snacks/meal' could be sold and delivered to increase income.
4. Amazon Smile – like easyfundraising but linked to Amazon purchases only.
5. Online Beer and Ale night
6. PTA Selling site (probably Facebook) where a percentage goes to the PTA. Susan Gale and Jenny Morrissey to look into this and run it.
7. Year 6 yearbook – for review. Alex Hadiyah organised printing last time
8. Christmas Trail – buy a map, follow around Aldersbrook, snacks and drinks for sale. Primarily for community event but also fundraising. Could do raffle draw at this. (Tess to progress)
9. Aldersbrook Cookbook for sale.
10. Record the Christmas concerts and sell DVDs. Parents will not be able to attend in person this year.
11. Cinema Social – spring term could work as it will need to be outside but dark early enough. Cat Hill will progress.
12. Family photoshoot – photographer parent has offered to do these as a fundraiser.

8) Thanks and Close