

CALOW CHURCH OF ENGLAND (VC) PRIMARY SCHOOL

Parents, Teachers and Friends Association

Minutes of Annual General Meeting

Thursday 28th September 2017

Present: J Oldale H Cagnasso E McDonald
C Winter A Harding C Savage
S Sherlock J Nightingale-Newton B Franklin
J Kernaghan S Russ

1. Welcome from the Assistant Headteacher

Mrs Oldale welcomed everyone to the meeting and on behalf of the teaching staff thanked the parent committee members for their continued support.

Election of officers

Chair	Sam Sherlock (Parent)	Proposed by Heather Cagnasso Seconded by Allie Harding
Vice Chair	Mrs McDonald (Teacher)	Proposed by Heather Cagnasso Seconded by Mrs Oldale
Treasurer	Heather Cagnasso (Parent)	Proposed by Sam Sherlock Seconded by Mrs Oldale
Vice Treasurer	Miss Savage (Teacher)	Proposed by Heather Cagnasso Seconded by Sam Sherlock
Secretary	Allie Harding (Parent)	Proposed by Heather Cagnasso Seconded by Sam Sherlock
Publicity Officer	Jenny Nightingale-Newton (Parent)	Proposed by Heather Cagnasso Seconded by Allie Harding

2. Election of committee

J Oldale S Russ J Kernaghan B Franklin

Sam Sherlock chaired the rest of the Annual General Meeting.

3. Apologies for absence

Apologies for absence was received from Mrs S Martin.

4. Minutes of previous AGM held on 22nd September 2016

It was agreed that the minutes of the last AGM held on 22nd September 2016 were a true and accurate record and there were no matters arising.

5. Treasurer's report and approval of accounts

Heather Cagnasso provided the committee in advance with written details of the previous year's accounts, along with a summary of funds raised since the last PTFA meeting.

- **Bingo night – 12th July 2017**
Net profit raised £279.57, down by £70.43 on previous event.
- **School disco**
Net profit raised of £297.97, down by £25.97 on previous event.
- **School summer fair**
Net profit raised £1391.15, slightly up by £331.19 on previous event.
- **School calendars**
The school calendars raised £642, down by £7 on last year, but it was noted that the invoice for the cost of the calendars has not yet been received, so no net value currently available.
- **Easyfundraising**
To date Easyfundraising has raised £119.20. It was suggested information be sent out again on a future newsletter.

6. Bank mandate

Signatories for the deposit account were agreed as Jenny Nightingale-Newton and Miss Savage.

7. Allocation of funds 2017/2018

There is currently £4,674.05 deposited in the PTFA account. Heather suggested £2,500 could be released to the school. However, it was agreed that these monies be held back until it was clear what the school wishes to spend the funds on. It was agreed that some of the money will be used towards the Christmas books for the children.

Suggestions at the meeting was to resurface and paint the KS1 playground which is part of the health and wellbeing agenda for the school. Staff agreed to look at options and bring quotes to the next meeting.

8. Review of constitution

The constitution will be updated to include the role of Publicity Officer as agreed by the committee.

9. Dates of forthcoming events

- **Christmas fair**

25th November 2017, 10.00am – 12.00pm.

The committee would be allowed access to the school the afternoon prior to the school fair to set up. Access to the Nursery will be from 1.00pm.

Mrs winter agreed to approach Helen Mort, Derbyshire's Poet Laureate to open the fair and the possibility of her holding a book signing at the event was also discussed.

Mrs Macdonald agreed to approach the Honey Belles to sing at the school fair.

The school choir will also be singing.

Mrs Winter volunteered to help out at the fair.

- **Non-uniform day**

17th November 2017.

- **Christmas disco**

Monday 18th December 2017.

The school requires new speaker cables for the school discos. The committee agreed to fund the purchase of these. Miss Franklin kindly agreed to purchase and to be reimbursed by the PTFA.

10. Date and time of 2018 AGM

The next AGM will be held on Thursday 27th September 2018 at 6.30pm at school.

Apologies for absence received in advance from Mr Kernaghan.

11. Date and time of next meeting

The date and time of the next meeting will be Tuesday 23rd January 2018 at 6.15pm.

Disclaimer

These minutes are believed to be accurate. However, they remain subject to amendment until formal ratification occurs by PTFA members on 23rd January 2018.