



Oakmeadow PTA AGM 2015

8th October 2015 20:00

Attendees

Mel Basford
Libby Williams
Kirstie Edwards
Louise Money
Sally Page
Rachael Courtney
Rhea Alton
Bobbi Graham
Beth Stevens
Ted Clark
Kathryn Poli
Sam Blackburn
Mrs Clode
Clare Bailey

Apologies

Carla Whelan
Jo Clancy
Jen Cornall
Jo Brooks

Minutes

Vice Chair welcomed everyone to the meeting.

Finance

Louise Money gave update on finances for the year to date (summary distributed). More detailed breakdowns are available. Annual profit for the year - £3782.05 (48% profit for the year). Agreed this was a great result for the year. Discussed decisions on spending – introduction of application form for anyone requesting funding from PTA. This will result in a more formal approach to funding requests ensuring a fairer spread across the school. This was supported by Mrs Whelan. The laptop has been purchased for the use of all PTA



members – all minutes, finance information etc are stored on laptop. Mrs Whelan has agreed to find the minibus this year rather than this be funded by PTA this year. Louise gave a run down on events and related profits – all agreed that the summer fair and discos were highly profitable and well organised.

Louise explained that the books will be closed for the year on 31st October 2015. The new financial year for the PTA will commence on 1st November 2015. Brief update on the planned funding of the electrical upgrade on the path from Lythwood Road entrance gate to school. This will improve lighting for children, parents and staff during the darker months and for evening events. The cost for this is £3090.

Petty cash stands at £21.04.

Louise also mentioned the plans to provide a covered canopy over the area that has recently been upgraded with bark chippings, fencing and benches. It is the school's preference for the canopy to be wooden rather than the bright coloured. Louise showed some plans of a pergola-style erection. Mr Whelan has obtained a quote for wooden shelter which is £4995. Discussion continued about the arrangements for building / contracting for this piece of work. Also mentioned the possibility of increasing the amount of cycle / scooter storage at the Lansdowne Road entrance.

The option to provide each year group with their own designated "pot" of funding to be used for the project / event of the teachers choice was discussed. The possibility of providing funding pro rata for each year group (some classes being larger than others) was mentioned. Agreed funding of £2.00 per child to be used within the school year – no option to carry over to following year. Use it or lose it. Email to be sent to Mrs Whelan advising that this has been agreed and request the teacher discuss if they want the funding per class or as a total amount to be spent for one activity. Whatever is agreed by the teacher need to be communicated back. A funding application form would need to be completed and receipts for expenditure would be required for accounting purposes.

Banking – no interest currently with existing CAF account and also can only do banking through HSBC. As a registered charity, do we want to remain with Charities Foundation (CAF bank) or move to a different bank? Various options discussed with consideration given to logistics. Louise to approach banks and come to next meeting with options to be decided by the committee.

Thanks expressed to Louise for all her efforts as Treasurer.

Election of Officers

Current committee members stood down. Members elected as follows:

Chair – Mrs Sally Page. Proposed Sam Blackburn. Second Kirstie Edwards.

Vice Chair – Mrs Rachael Courtney. Proposed Sally Page. Seconded Kirstie Edwards.

Treasurer – Mrs Louise Money. Proposed Sam Blackburn. Seconded Sally Page.



Vice Treasurer – Mrs Claire Bailey. Proposed Kathryn Poli. Seconded Rachel Courtney.

Secretary – Mrs Kathryn Poli. Proposed Claire Bailey. Seconded Rachel Courtney.

Vice Secretary – Mrs Kirstie Edwards. Proposed Kathryn Poli. Seconded Sally Page.

PR Officer – Mrs Rhea Alton. Proposed Sally Page. Seconded Kathryn Poli.

Marketing Officer – Mrs Jenny Cornall. Proposed Louise Money. Seconded Rachel Courtney.

Key Stage 1 Rep – Mrs Melanie Basford

Key Stage 2 Rep – Mrs Sam Blackburn

Teacher Representatives - Mrs Clode & Mrs Jones

Thanks expressed to Jen Cornall who has stood down from the position of Secretary. Jen's assistance has been a great help this year and has been appreciated by all.

The possibility of introducing a recruitment committee to encourage volunteering at events was discussed.

Bobbi, Libby and Beth agreed to become committee members.

All event dates have been agreed and some advertised through the website and newsletters.

Any Other Business

Rachael encouraged everyone, new members particularly, to bring any ideas to the table for future fundraising opportunities.

Rhea mentioned opportunities to get involved in the Kids Areas at Shropshire County Show and Shrewsbury Flower Show. Discussed initiatives to encourage involvement of charitable organisations.

Curry and Quiz night – Louise to arrange event date and food. Rhea and Kathryn to agree and set quiz format.

Cupcake Decorating – in readiness for Christmas. Kathryn / Kirstie to discuss further.

Craft and Cookery Book – Kathryn to continue working on this suggestion.

Meeting Closed 21:20 hours.