



## PTA AGM Meeting Minutes

<b>Date:</b>	18/11/2024	<b>Location:</b>	School
<b>Time:</b>	15:30-16:00	<b>Meeting Type:</b>	AGM
<b>Dial-in Number:</b>	N/A	<b>Dial-in code:</b>	N/A
<b>Called by:</b>	Sam W	<b>Note Taker:</b>	Kirsty M
<b>Minutes submitted by:</b>	Kirsty M	<b>Minutes approved by:</b>	

**ATTENDEES:** Sam Wise (Chair), Annie Tyrrell-Moss (Treasurer), Kirsty Mead (Secretary), Tasha S, Bathany Wise, Kath Ward, Debbie Shaw, Sharon Turner (Head of School)

**APOLOGIES:** Hayley Radini, Laura Riley, Gemma Massey

#	AGENDA ITEMS
1	Apologies for absence
2	Minutes of Annual General Meeting held on 15/11/2023
3	Matters arising from the Minutes
4	Chair's Report for 2023/2024
5	Treasurer's Report for the year ending 30/09/2024
6	Election of Officers and Trustees of the Committee Chair Secretary Treasurer Other Officer(s) Ordinary Committee members
7	Any other business

### DISCUSSION OF KEY POINTS:

#### 1. Chair's Report for 2023/2024

Sam reported on the events School Ties have organised since the previous AGM and what we raised:

- Christmas Craft Fayre
- Online Auction
- Christmas Hamper Raffle
- Christmas Family Disco with refreshments and tuck shop
- Hot Chocolate for the children during Carols Around the Christmas Tree
- End of Term sweet shop events
- Easter Raffle (100 square grid) and cake stall
- Leap into Action sponsored event
- Mother's Day and Father's Day gifts
- Games, Glitter Tattoos and Tombola at Farthinghoe Village Show
- Christmas crackers, Easter scavenger hunt and Colour Run Ice pops
- EYFS and Keystage 1 Forest School contribution
- Keystage 2 Transport for swimming contribution
- Transport for whole school trip to Oxford



- Year 6 Leavers hoodie and treat contribution
- Sponsorship from Brackley Chamber Music Club, Hinton Airfield, Taylor Vets, Plant Man Ben, Greatfield Plants, Swallows Nurseries & Gardens

The PTA funding aims for 2023-2024 were to help with costs for forest school (KS1 and EYFS) and swimming transport (KS2).

## 2. Treasurer's Report for the year ending 30/09/2024

[Annie] Thanked everyone within the School Ties team for their amazing effort, creativity and determination put into the last year.

The financial year 2023/2024 was a good year for School Ties. We made a profit of £527.

Total income for the year was £2945. Money was raised in various ways such as:

Online Auction £1259

Leap into Action £471

External sponsorship from Taylor Vets, Brackley Chamber Music Club and Hinton Airfield £333

Craft Fayre £215

Scavenger Hunt Raffle £197

Village Show £178

Miscellaneous income such as tuck shops, cake sales and the Christmas disco.

We were able to give back the following to the children:

£652.50 towards the cost of KS1 forest school

£600 towards the cost of KS2 swimming lessons

£495 for the transport of all children to Oxford on the last day of the Summer term

£90.20 for half the cost of the leavers hoodies

£102 for the leavers treat day food

Other expenses over the year included costs such as the hall hire, DJ, Easter eggs, insurance, Christmas expenses etc.

Our total expenditure for the year came to £2418.

Total of £3325.86 in liquid assets.

[Annie] Even though we did not hold a summer fete this year we still had a great outcome due to how much money was raised in the online auction and Leap into Action.

Going forward I would like to forecast a good potential for generation of income through the forthcoming craft and Christmas fayre and also the online auction which goes live on the 30<sup>th</sup> November.

All in all, a great year for the team and school. Well done everyone.

## 3. Resignations

Annie will be stepping down as Treasurer, having held this position since December 2021 and has really enjoyed the role. As there are some loose ends to tie, Annie is happy to stay on until Christmas and hand over in the New Year. Going forward, Annie will be part of the volunteer team, as due to personal circumstance is unable to commit to anymore at this time.



Sam has been thinking of stepping down but will continue in the role as Chair for the time being. Feels we need more support from parents.

[Sharon] Agrees - both the school and PTA need more support. We are a small school with an even smaller group of parents/carers and feels there's no sparkle.

[Kath] Mentioned lots of events have been organised, such as the online auction, fayre, Santa float etc and with one child now at secondary school, there's a lot going on.

[Sharon] Said it always the same people involved. School is very grateful.

#### 4. Election of Officers and Trustees of the Committee

New nominations: Although Hayley was unable to attend the meeting, she informed the secretary of her interest to take on a role. [Kirsty] Hayley felt more suited to the Secretary role than Treasurer as having no financial experience but doesn't think taking notes/attending all meetings would be achievable with her daughter present, and so has put herself forward for Treasurer, providing support is available to get started.

[Kirsty] Interested in Treasurer role but with no one coming forward for the role of Secretary, will continue in current role and can offer support to Hayley in the new year, and therefore suggested Vice Treasurer role. Hayley would like to take on Vice Secretary role as cover when needed. Annie could take on a Vice Treasurer role during handover to Hayley.

Elected Officers and Ordinary Committee Members:

**Chair:** Samantha Wise

**Secretary:** Kirsty Mead

**Treasurer:** Hayley Radini

**Other Officer(s):** Vice Treasurer: Annie Tyrell-Moss/Kirsty Mead

Vice Secretary: Hayley Radini

**Ordinary Committee members:** Tasha Spencer, Kath Ward, Bethany Wise, Debbie Shaw, Laura Riley & Gemma Massey

Trustees: Sam, Kirsty and Hayley. Current Trustees (Annie Tyrell-Moss, Mandy Scoot-Dupuy and Kath Ward) to be removed. Annie has access to update this information.

#### 5. Any other business

Sam discussed the following upcoming events:

- Christmas Craft Fair 1<sup>st</sup> Dec – 28 stall holders have booked. Only costs are for refreshments. Various members can advertise this event in surrounding villages and on social media. Sam to provide poster.
- Brackley Round Table Santa collection 10<sup>th</sup> Dec – This event will be shared with Greathworth village, however Greathworth volunteers would prefer to collect only in their village. Kirsty to contact Brackley Round Table to discuss. We should have enough volunteers to cover Farthinghoe (need between 12-20 adults). [Sam] Aiming to get this event advertised in the chronical.
- Christmas crackers have been purchased for the children to enjoy during their school Christmas meal and books (donated by Taylor Vets) have been wrapped, ready for Santa to deliver to the children afterwards.