***Agenda for Mill ford School PTA AGM***

***Dated 23rd January 2024***

1. Apologies
2. Current Committee – resignations as per current constitution
3. Re-election of Chair, Vice- Chair, Secretary, Treasurer, Clerk, other officers
4. New Constitution to agree
5. Minutes of the last meeting
6. Matters arising from last meeting
7. Chairs Report for 2023/2024
8. Treasurers report
9. ParentKind – confirm funding for another year
10. Dates for Future Events – Summer Fayre, Sponsored Walk, Easter events
11. Sensory garden update – Claire and Kirsty to update.
12. Other fund raising events/ideas to discuss
13. Further letter to go to all parents and update to welcome pack – only 12 out of 121 returns last year.
14. Any other business

Mill Ford PTA – Annual General Meeting

23rd January 2024 at 10.00 am

Present: Jason Cole Cat Wilson Karen Dark, Leanne, Stephanie, Fran and Tony Holman

Apologies: Claire Wills (school duties)

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| 1. | Apologies - Claire Wills (school duties) |  |
| 2. | Resignation of current committee – Committee members stood down. |  |
| 3. | Re-election of officers – Chair – Jason Cole was elected – all agreed, Secretary – Stephanie was elected-all agreed, Treasurer/Clerk – Fran was elected – all agreed. Cat, Karen, Tony and Leanne all agreed as volunteers |  |
| 4. | New Constitution and welcome to new members – New members, Stephanie and Leanne were welcomed to the committee.  Original constitution of the school PTA was dated 12/07/1974 and it was agreed to adopt the ParentKind constitution going forward. |  |
| 5. | Minutes of the last meeting – agreed as true record |  |
| 6. | Matters arising – none, |  |
| 7. | Chairs Report – Cat presented her Chair’s report on the achievements of the PTA from its start in late 2022 to present. | Cat |
| 8. | Treasurer Report – Jason updated the committee on the financial accounts.  £6919.68 before expenses  £1446.80 one off expenses  £ 520.74 PTA expenses  £3771.66 expenditure for the school – including school panto cost  £4.25 Interest in the account  Committee agreed to keep £1000 for PTA expenses/emergency funding if needed.  Money was still to come in to the accounts from the Co-op project and £1700 was to come in for the sensory garden to promote movement and exercise/garden and play equipment,  Some stock was still available as left over from fundraising that can be reused for events next year.  Sum Up had given recognition for charity fund raising and it was agreed to purchase an additional terminal.  It was noted that in its first year the PTA had achieved an end year total of more that £2000. | Jason |
| 9. | Parent Kind – it was agreed to adopt the PTA constitution – Cost of joining - £165.  Gambling licence of £20 agreed – to allow raffles etc to take place and £150 towards website was agreed as running costs for the PTA | Jason |
| 10. | Dates for future events – agreed but subject to confirmation with Claire Wills  Mothers/Carers day activites will be looked into Cat agreed to this.  Easter – bake Sale – date of 28th March 2023  Sponsored Walk – proposed for the 1st May, to have an event for MayDay, possible Morris dancers and traditional celebration for children with possible competition. – Drinks and sweets for sale.  Summer Fayre – July 6th – may need new additional sign and placing of signs to be discussed. Keith will need to advise re arrangements and planning and parking at the fayre. Games to be tokens to participate.  School PTA picnic – the 50th anniversary of the school PTA is on 12th July – it is hoped that the school could celebrate this with a summer picnic. | Claire to Agree then All to action |
| 11. | Sensory Garden update – Jason updated the committee on possibility of future plans and may need additional funding towards the project due to where it is to be located so that it is accessible for all in wet weather too if needed, with space for the children to be involved with the planting etc with raised mobile flower beds/planters. Advise will need to be sought from those with knowledge of drainage and building etc. It is hoped that some resources can be obtained from Pluss Group, and funcing will be also sought from local garden centres etc. Look at ways that children can leave a permanent reminder of being involved with the project with clay tiles etc or other ideas to be discussed. Lots more planning to be done with a view to getting the project started so that the children can see progress being made | All |
| 12. | Other fundraising ideas – these will be discussed at future meetings. |  |
| 13. | Further letter to parents – Jason will resend a letter to parents encouraging them to become involved and access the school PTA website, with an update to fund raising ideas and also dates for future events. Last year only a few replies. |  |
| 14. | Any other business – none – meeting ended 11.30 |  |