



## **Minutes of AGM**

**Held on Thursday 22 September 2011 at Lord Deramore's School**

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**Meeting commenced at 7.00pm**

### **1. PRESENT**

Vanessa Greenway, Tim Wright, Sheena Powley, Karen Williams, Ruth Stevens, Sarah Barson, Helen Clarke, Vlado Lazarov

### **2. APOLOGIES**

Stephen Hawksworth, Karen Freshwater

### **3. Chair's Annual Report September 2010/2011**

Report tabled and discussed (see attachment one)

Agreed the system of the Chair coordinating working groups was successful and a number of larger successful events had been held throughout the year. Some minor events had been abolished as they were time intensive for a small return.

SP commented that the school had received a lot of positive feedback especially for the Japanese evening and Art Exhibition.

Contributing £4000 towards outdoor play provision has been a fantastic PTA achievement.

### **4. Treasurer's Annual Financial Statement**

Report tabled and discussed (see attachment two and three)

The period 1 September 2010 to 31 August 2011 provided an income of £4410.44 and expenditure of £6044.07.

This includes the £4000 donated to the school toward outdoor play provision and leaves a balance of £1898.12

## 5. Election of Officers

After discussion, the following was agreed:

Chair:	Tim Wright
Vice Chair:	Ruth Stevens
Secretary:	Sarah Barson
Treasurer:	Helen Clarke
Communications/PR:	Karen Williams
Events Advisor:	Vanessa Greenwood

## 6. COMMUNICATION

Agreed to continue a variety of communication sources to target parents/caregivers (primarily notices home and via the website).

TW and RS to investigate purchase of a PTA notice board to be housed by the bus shelter near the Japanese garden.

Discussion about the role of the year reps. Agreed to focus their support and ensure the PTA passes on the right information to them at the right time. Early Years Reps still needed to be selected. SP and VG to encourage participation amongst EY parents/caregivers.

TW would approach JW about a role canvassing organisations for a contribution for PTA events. Many of the prior year's events were successful due to these contributions but it was time intensive coordinating and approaching organisations.

## 7. FUNDRAISING

- Correspondence was received from a parent about the opportunity to diversify school uniform sales. It was believed that the service and quality of the current provider were being compromised. Lord Deramore's has previously managed school uniform sales (at a profit) but it was time intensive with admin and storage issues. RS to speak to parent and ask them to investigate alternatives and report back at the next meeting.
- Many thanks to Michelle Burgess for sorting the second hand uniform stock over the summer and free-cycling excess stock.

- **PLAN FOR FUNDRAISING**

### **AUTUMN TERM**

- **30 September**  
*Skyecycle*  
KF to coordinate  
SP to arrange for Year 6 children to do a poster promotion.
- **18 October**  
*2<sup>nd</sup> Hand Uniform Sale*  
VG to coordinate  
HC to check re donating a possible rail to hang clothes on
- **20 October**  
*Spooky Halloween Bake-Off.*  
Children to bake cupcakes or biscuits decorated with a Halloween theme to be sold after school. Each year group awarded a best in year type certificate.  
SB to co-ordinate
- **20 October**  
*School Disco*
- **2 December**  
*Xmas Fair*  
Planning meeting at school *Tuesday 11<sup>th</sup> October* (7pm in Cabin-all welcome)

### **SPRING TERM**

- **International Evening**  
Need to start thinking now about potential themes
- **Science Event** (Valdo to coordinate)  
Potential link with School Science Week 11<sup>th</sup> June

### **SUMMER TERM**

- **Hesfest**
- **SportsDay**
- **PROMISES Auction**

**Next Meeting 7.00pm, Thursday 12<sup>th</sup> January 2012**  
**Meeting closed 8.55pm**