

PTA AGM Minutes

Tuesday 17th September 2024, 7.30pm
in the hall at The Topsham School

1. Introduction JO welcomed everyone to the PTA AGM.	
<ul style="list-style-type: none">Mrs Whitehead, Mrs Wannell, Niki James, Kate Sidaway Lee, Matt Vahiboglu, Joana Osorio, Lindsey Henderson, James Taylor, Rosie Abraham, Hannah Thornton, Nicola Dow, Martha Gibbons, Sarah Powell, Melanie Dew, Nadine MacLennon, (Quorum - minimum 10 attendees)Email list to update - updated	JO
2. Apologies for absence <ul style="list-style-type: none">Charlotte Moore, Jill Grindrod, Catherine Vanrenen	
3. Minutes of the last AGM <ul style="list-style-type: none">Approval by PTA – no matters arising – all agreed	
4. Chair Report Purpose: remains the same to raise funds to benefit the children of the Topsham School with a pledge to: Reach the min £3600 required for regular events. Be Eco Friendly – avoid single-use plastics, unnecessary laminating etc. Community focus – involve local businesses wherever possible and be inclusive. This year's successes: - £3600 goal was achieved (and exceeded). - Eco-friendly: more pre-loved uniform sales, reusable tokens used on big events, and a new system for prizes. - Community and Inclusion: we have offered tokens for premium pupils (and everyone has the opportunity to participate), involve and promote local businesses in the Silent Auction and website. Regular commitment of £3600.00 fulfilled (Swimming, coach/travel trips, Y4 and Y6 residentials, Christmas lunch contribution and Christmas show) Additional funding: Science Fair, hatching eggs, Animal Encounters experience, Reading for Pleasure project, badge scheme, new science equipment. Special Thanks to all volunteers, year reps, stall organisers, school staff, prize hunters, donators, time givers and supporters. The funds raised would not have been possible without every one of you.	JO

<p>5. Treasurers report:</p> <ul style="list-style-type: none"> - Raised 8k this year - Successful summer fair despite the weather, pancake flip down on last year but still worthwhile. - 14k in bank account for school to spend 	KSL
<p>6. Headteachers report:</p> <ul style="list-style-type: none"> - A huge thank you from the school for everything that has been funded as per above list and with the addition of Watermeadow Grange links. - Special thanks for the flexibility with summer fayre – everyone pulled together to make it very successful. <p>Big thanks to Joana and for her amazing leadership and the whole of the PTA team.</p>	KW
<p>7. Election of committee members:</p> <p>Chair – Joana Osorio</p> <p>Vice-chair – Lindsey Henderson</p> <p>Secretary – Martha Gibbons and Melanie Dew</p> <p>Treasurer – Kate Sidaway Lee</p> <p>Governors’ rep - TBC</p> <p>Class reps</p> <ul style="list-style-type: none"> o Acorns – TBC o Year 1 – Martha and Teri o Year 2 – James Taylor o Year 3 – Nicola & Jess o Year 4 – Rosie & Catherine o Year 5 – Nadine & TBC o Year 6 – Niki James <p>Additional support:</p> <p>Nadine MacLennon Social Media Consultant</p> <p>Matt Vahiboglu – IT specialist</p> <p>Joanna Broadhurst – Design specialist (TBC)</p>	ALL

<p>8. Spending ideas / School requests</p> <ul style="list-style-type: none"> - Top up fund for “Reading for Pleasure”book bag contents. £200 - Promote walk/scoot etc to school. Replace bike/scooter shelters. KS1 and 2 (Nadine/Joana looking into designs and check with school what is needed) . - £3600 for general contribution (as in previous years). 	KW
<p>9. Future Events</p> <p>Christmas cards only instead of all the other items. (Joana to look into card companies?)</p> <p>Cake sales/ Ice-cream sales (New fridge/freezer required).</p> <p>Cake sales condensed to yrs 1& 2, 3 & 4, 5 & 6, and leave calendar space for choir, running and other school initiatives. Cake prices will go up this year.</p> <p>Christmas Bazaar – first Friday of December - 6th December</p> <p>Quiz night, (JO to check on quiz master.)</p>	ALL
<p>10. AOB</p> <p>PTA/Parent /staff ideas</p> <p>Outside posters – earlier and throughout Topsham.</p> <p>More community communication/ awareness</p> <p>Totalizer style icon to be pinned on school outdoor board (reusable every year)</p> <p>Social Media ideas to be further discussed</p> <p>Chalkboard outside PTA shed with information of next event (MV)</p> <p>Tidy out PTA spaces/ inventory of contents JO</p> <p>Promote school lottery.</p> <p>Reusable cups – investigate how we can implement this idea.</p> <p>Discussion of Yr 5/6 students having their own stalls at events and more involved with PTA events.</p> <p>Date of next ordinary meeting: Thursday 16th October 8pm</p>	ALL

JO Joana Osorio
KSL Kate Sidaway Lee
KW Katrena Whitehead
MV Matt Vahiboglu