

Broadway East First School

PTFA and Annual General Meeting – 15th October 2015

1. Apologies

Apologies were received by the Chair.

2. Annual General Meeting

a) Chair's Report

- i. The Chair reported that:
 - It had been another successful year with the Christmas and Summer fairs being well attended and raising over £3,500 (including match funding) in funds for the School.
 - The end of term lunch was enjoyed by both parents and children.
 - Other activities included the children's Christmas cards, the sponsored bounce and discos which were all enjoyed and made positive contributions to the PTFA funds.
- ii. The Chair gave thanks to:
 - The generosity of parents in supporting all the school activities;
 - Parents, staff and children helping with events;
 - Helen Proud, Lisa Greig and Victoria Shilling for continuing to manage the discos;
 - The Halifax Building Society for their match funding contribution.
- iii. Class Representatives this year are:

Reception Red	-	Sarah Hughes
Reception Blue	-	Fiona Matthews
Class 2	-	Lisa Ainscough and Nikola Sarkar
Class 3	-	Leanne McNicol and Dionne Moat
Class 4	-	Victoria Shilling
Class 5	-	Kate Veal
Class 6	-	Helen Proud
Class 7	-	Steph Bellwood

Class Rep Co-ordinator – Fiona Padgett
- iv. The Chair reviewed the Committee changes since last year:
 - The position of Chair and Vice Chair were vacant following the resignation of previous members.
 - Annelene Hutton has resigned as PTFA Treasurer. The appointment of a new Treasurer will be taken under Committee Business.
- v. The Chair reported the following feedback from parents/families:
 - That the Mother and Father's day gifts had been a real miss this year;
 - To review the timing of the Bake Off and 1st Cake Stall and have them further apart.

b) Head Teacher's Report

- i. The Head Teacher, Ms McKenna thanked parents and teaching staff for attending the meeting and to the new committee members who stepped in to carry on the work of

the PTFA in the remainder of last year. The importance of family support to school life was stressed and how it contributed to the children's sense of belonging and their sense of community.

- ii. The continuing contributions from parents, families and friends at all school events are very much appreciated and demonstrates a fantastic interest in the school.
- iii. The level of funding raised last year was again, a tremendous boost to the school and a direct result of all the hard work undertaken.
- iv. Public funding is expected to be cut between 12-15% over the next 5 years and unfortunately it will be the added extras that will be affected in the first instance.
- v. Last year's Teacher's and Class requests were as popular as ever with funds being spent on items such as i-pads and the shed for Reception classes. This year's consideration could be a refresh of the outdoor equipment and environment including mobile resources for outdoor learning and structured play. There was also discussion with regard to the field area.

Action 6: It was agreed that ideas and quotes would be invited for consideration.

c) Treasurer's Report

The Treasurer gave full report of the year's activities and a copy can be obtained on request.

- i. The highlights of the year are as follows:
 - The profit for the year is £6,685;
 - Thanks to Suzanna Patterson and Mark Hutton for securing match funding from the Christmas and Summer fairs of £893.58;
 - The Christmas fair generated £1,295, an increase of £338 with less expenses than in 2014;
 - The sponsored bounce this year was again well sponsored raising £825.53;
 - Christmas card sales were £333.30, an increase of £129 from 2014.
- ii. The Treasurer also reported that the surplus from last year, together with this year's funds has contributed towards:
 - A donation to the school for netbooks and iPads for class use;
 - National Story Telling week to support storyteller Chris Bostock to come in to school to meet the children;
 - All the children were able to benefit from Circurama coming into school for each class;
 - All the children enjoyed an ice cream on the last day of term.

Closing balance of the PTFA account is £4,940.

d) Nominations for Committee

The nominations and confirmations for the 2015/16 year are:

Position	Nominee	Nominator	Endorsement
Chair	Jen Scott	Ms McKenna	Suzie Nestor-Robson
Vice-Chair (Joint)	Heidi Barnes	Jen Scott	Ms McKenna
Vice-Chair (Joint)	Suzanna Patterson	Roksana Rutherford	Jen Scott
Treasurer	Roksana Rutherford	Jen Scott	Ms McKenna
Secretary	Suzie Nestor-Robson	Heidi Barnes	Jen Scott

PTFA Business

3. Minutes of the last meeting 15th September 15

The minutes of the last meeting were agreed. The actions were reviewed:

Action 1 – Complete. A note will be included in the next school newsletter raising the awareness of how match funding from companies/organisations can be a huge support to the school and children’s activities.

Action 2 – Complete. The Chair and Ms McKenna met to discuss communication and information flow to parents, families and carers.

Action 3 – Complete. Mrs Ward has secured an excellent deal for Chris Bostock to visit the school to do a show for Reception and Key Stage 1, tentatively on 16th December. The show will cost £450; a voluntary contribution from parents/families will be requested with the PTFA supplementing any shortfall.

A play date will be investigated for early next year. Approximately £300; again a voluntary contribution will be requested with the PTFA supplementing any shortfall.

Action 7 – Prices to be obtained.

Action 4 – To be taken on the main agenda.

Action 5 – Complete. The refresh of the PTFA logo will be set out as half term homework. The PTFA and School Council will judge the competition.

4. Teacher’s and Class Requests

Mr Burnett asked if we could put out ‘the word’ on sponsorship for the school’s football strip, cost estimated at £100.

Action 8 – Class representatives to spread ‘the word’.

5. Events Review

- a) Halloween at the end of half term is all arranged.
- b) Production of the Christmas card designs by the children is well underway.
- c) Parents’ social event to be arranged for early next year.

- d) Christmas Fair will be held on Wednesday 2nd December at 15.30. The Chair gave a run through of stalls and activities.
- e) Summer social, perhaps a 90's disco, to be discussed at a future PTFA meeting.

6. Cake Stalls

The cake stalls are by key stages; are once a month; on the last Friday of each month.

Date	Class
16 th October 15	7
13 th November 15 (changed from 27 th)	6
29 th January 16	5
26 th February 16	4
29 th April 16	3
20 th May 16	2
24 th June 16	Reception

To note that class 6 cake stall has been changed from the 27th to the 13th November. There is a need for class representatives to be on hand for the cake stalls as they are always busy.

7. Any Other Business

- a) With reference to the parents' comments mentioned in the Chair's report, the Mother's and Father's day gifts to be re-introduced in 2016. Both parents and children cherish this.

8. Next Meeting

A meeting to discuss the Christmas Fair is to be held in Marks & Sparks café, Gosforth at 13.30.