

# **The Emscote and All Saints' PTA**

## **Annual General Meeting**

### **Monday 5<sup>th</sup> October 2020 at 7.30pm Minutes**

**Attending: Jacqui Meredith, Eva Cardell, Mark Harwood, Tanya McGinlay, Patrick Hyland, Laura Hyland, Charlotte Fawbert, Natalie Barber, Jen Brewer, Paula Williams, Christina Holleyhead, Heidi Philpott, Alice Jones, Laura Sparkes**

#### **1. Apologies**

#### **2. Welcome and address**

- a. Jacqui welcomed everyone to the meeting and the new members from the reception parents.

#### **3. Treasurer's reports**

- a. Mark talked through the end of year treasurer's report. Highlighted that it had been a good start to the year.
- b. Spending at Emscote was above what was raised as they used their money for classroom equipment
- c. All Saints have spent less than raised last year so will look to use it this year.
- d. Accounts approved by Jen Brewer and Heidi Philpott.

#### **4. Election of officers**

- a. Chair: Jacqui Meredith. Nominated by Heidi Philpott, seconded by Paula Williams
- b. Secretary: Laura Hyland. Nominated by Heidi Philpott, seconded by Laura Sparkes
- c. Treasurer: Patrick Hyland. Nominated by Eva Cardell, seconded by Jen Brewer

#### **5. Charities Commission return**

- a. Mark Harwood to complete

#### **6. Agree any current spending and fundraising ideas**

- a. Discussed the class money - will arrange to pay Christmas.
- b. Charlotte passed on what the situation is at Emscote with regards to what we will be able to run.

- i. Non-uniform days can go ahead but need to check that they are not too close to national charity days e.g. children in need and christmas jumper day. Need to make a voluntary donation rather than normal £1.
- ii. Advised to put out a letter to parents explaining the situation and how the PTA would like to still provide things for the children. Outlining everything that the PTA has spent money on in the last 2 years and asking parents to give generously. Will look at doing this before the Christmas events.
- iii. Christmas fairs to go ahead at Emscote as year group bubbles during 3 separate afternoons. Staff will run games but PTA will provide something for the children to take away at the end of the day and anything needed for the games. Asking for a donation towards the fair. Suggested donation of £5? Children will still make Christmas crafts in class too. Heidi thanked the teachers for offering to run the fairs.
  - 1. Parents could provide craft packs if required but would have to be quarantined for 72 hours before fair.
  - 2. Charlotte to let us know how many staff and now has a list of the games so can choose which they would like to go ahead with.
- iv. No Jam jars for the christmas fairs
- v. Schools are not keen on the raffle - we will try to find a way of doing it all online - prizes of gift vouchers and tickets sold through just giving. Could also ask companies to sponsor a hamper.
  - 1. If the school is happy with this need to find 3 people to find 10 prizes each.
  - 2. Would need to make sure the box is ticked on the just giving page that allows the charity to contact them after donation so that we can get in touch with the winners.
- vi. Christmas colouring competition - pay for the picture and take a photo and send it in to the year group email address. The classes can have them printed out or up on the screen during the fair.
  - 1. All Saints could be a christmas design so that other ways of making a picture could be minecraft, craft but would have to be sent in as a photo.
- c. For All Saints we need to get in touch and see what they are planning to do as normally run across the school.
- d. Sponsored event could go ahead after half term in school time instead of disco
  - i. Sponsored silence, bounce, run any ideas. ?

- e. Could do Christmas artwork - school doing cards, wrapping paper but we could do Christmas tea towels, mugs etc. Possibly use the same company as for mother's day artwork.
  - i. Jacqui to get in touch with the company we use for mother's day and see if they have availability.
- f. Virtual balloon race - Jacqui has seen it all online and pays a website to run it.
- g. Find an event that promotes the eco friendly side of recycling ect.
- h. Christmas Quiz, £1 for the quiz sheet and a prize for the most right answers.
  - i. Jacqui will look online at the PTA big quiz.
- i. Santa - need to check if he could come to school. If not could we ask him to record a message for each class and have some bells outside and leave the gifts out.
  - i. Presents, need to check, as long as they could be quarantined for at least 72 hours
  - ii. Jacqui to check what is left over from last year.
  - iii. All Saints would be nice to have some sort of christmas thing for them once we have found out what they are doing about the Christmas Fair.

## **7. Fundraising timetable for the coming year**

- Joint Christmas Raffle
- All Saints Christmas Fair
- Emscote Christmas Fair
- Both – 5p Challenge - Not possible at the moment
- Emscote Disco - Not possible at the moment
- Half Marathon - Jacqui to see if going ahead or other races. Can ask anyone if they are doing any event like that they could set up us as a charity on Just Giving.
- All Saints - Valentines' Bake Off - Not possible at the moment
- Both - Individual Artwork Fundraiser – February/March

To be looked at nearer the time

- Emscote Easter Bingo – March/April 2021
- Both – Easter Egg Tombola – March/April 2021
- Both – Easter Readathon – Easter holidays 2021
- Emscote Disco – May 2021
- Both - Group Artwork Fundraiser – June/July 2021
- Joint Summer Raffle – June/July 2021
- Both - Summer Fayre – June/July 2021

**8. Match funding** - need to find who does it and how we can get them involved.

**9. Christmas Activities** - Guess the name of the elf? Can do online.

**10. Any other Business**

- a. Set a target for the year with something visual outside the schools and a regular update. Make clear where it goes.
- b. Make PTA more visible in general - something in the notice boards. Also make sure the page on the school website is up to date - add the just giving details. Possibly a facebook page - Charlotte to put to heads. Can make sure no comments are allowed just for information about events etc.
- c. Thank you to Jen and Mark for being Secretary and Treasurer and thank you to Patrick and Laura for taking on the roles.

**11. Date of next AGM and November meeting**

- a. Next AGM 4th October 2021
- b. November meeting 2nd November 2020