

St. Thomas' PTA AGM Minutes

Tuesday 19th October 2021 at 8pm

Community Room, St Thomas' Junior Site, Buckingham Road

Attendees: L Loynes (Headteacher), P Campen (Deputy Headteacher), Rhian Greaves (PTA Chair), Becky Judson (PTA Treasurer), Joanne Hayes (PTA Corporate Funding Officer), Emma Fowler, Sarah Dixon, Bec Till (minute taker)

Apologies: C Silk (Deputy Headteacher), Sarah Morley (PTA Secretary), Amanda Latimer



Agenda Item	Minutes	Actions
1. Apologies for absence	Apologies have been received from C Silk (Deputy Headteacher), Sarah Morley (PTA Secretary), Amanda Latimer and Catherine Meardon.	
2. Minutes of the 2020 AGM	The minutes of the AGM held on 6 th October 2020 were tabled and approved.	
3. Chair's Report 2020 / 2021	<p>Rhian Greaves presented the Chair's Report for the past 12 months, a copy of which will be circulated via School Comms. Further to Rhian's decision to stand down from the role of Chairperson, Rhian extended huge thanks and gratitude to the school, PTA and all school families for their support during the past 2 years.</p> <p>On behalf of the school, Ms Loynes and Mr Campen congratulated Rhian on a wonderful 2 year tenure as Chairperson of the PTA. Rhian's hard work and creativity has made the PTA a wonderful success during this time.</p>	
4. Treasurer's Report for year ending 21 August 2021	Rebecca Judson tabled presented the Treasurer's Report for the past academic year ending 31 August 2021, a copy of which will be circulated via School Comms.	

	<p>In addition to the information provided within the Treasurer's Report, the PTA are in the process of moving banks in order to avoid increasing costs from the current provider and current restrictions on number of payments that can be made into the account on a monthly basis. It is anticipated that the new account will be operational within the coming weeks and will be make managing the PTA's finances much simpler.</p>	
5. Audit of Accounts	<p>The accounts for the academic year ending 31 August 2021 have been approved by the PTA's auditor. Copies of the accounts were tabled by the Treasurer.</p>	
6. Corporate Funding Report for 2021/2021	<p>Joanne Hayes presented the Corporate Funding Officer's Report for the past 12 months, a copy of which will be circulated via School Comms. This is the first full academic year that the role of Corporate Funding Officer has been in place within the PTA, and the first year has been an overwhelming success, with thanks and congratulations to Joanne from the PTA.</p> <p>The PTA and school would like to extend thanks to the generosity of all the corporate donors who have supported the school over the past 12 months, the donations received have overwhelming and surpassed any expectations that were held for a corporate funding program. The Asda local champion will be visiting school after the half-term break in order to meet with staff and children and see some of their donations in use. The PTA are to organise a thank you card to present on the day.</p> <p>The final amount for the Co-Op local cause is yet unknown, and will be confirmed soon after the final weekend of the local cause which is 23/24th October 2021.</p> <p>It is agreed that posters promoting the ongoing online shopping fundraising channels (easy fundraising and amazon smile) are to</p>	<p>Posters to be displayed within school notice boards (Joanne Hayes).</p>

	be displayed within the school notice boards to help promote within the school community.	
7. Election of Officers and Trustees of the Committee	<p>The PTA committee is made up of five roles; Chairperson, Treasurer, Secretary, Corporate Funding Officer and Communications Officer. Rhian Greaves and Sarah Morley have previously notified the committee that they intend to stand down from their roles of Chairperson and Secretary respectively.</p> <p>Expressions of interest for all roles were invited and the election was carried out as follows:</p> <p>Chairperson: The role remains vacant as no current applications and Rhian Greaves has confirmed to be standing down. One member of the school community has expressed an interest in the role, but unable to attend the PTA. The committee is to promote the vacancy and encourage applications from the school community. The role will remain vacant until an appointment has been made.</p> <p>Treasurer: Becky Judson would like to remain as Treasurer. No objections were made and no other applications made for the position, appointment is confirmed.</p> <p>Secretary: Hayley Meyer would like to apply for the role of Secretary. No objections were made and no other applications made for the position, appointment is confirmed.</p> <p>Corporate Funding Officer: Joanne Hayes would like to remain as Corporate Funding Officer. No objections were made and no other applications made for the position, appointment is confirmed.</p>	

	<p>Communications Officer: Sarah Morley would like to apply for the role of Communications Officer. No objections were made and no other applications made for the position, appointment is confirmed.</p>	
<p>8. Plans for the autumn / winter term</p>	<p>With current COVID-19 restrictions, the school is unable to make any firm plans for indoor activities such as a Christmas Fair. Ms Loynes and Mr Campen confirmed that the school is keen to explore what options there are for an outside event in December, with the focus on bringing the school community back together for the first time in almost 2 years. Plans and options will be reviewed in light of Government guidance after the half-term break and the school and PTA will work together to schedule as many family-friendly events as possible.</p> <p>The autumn / winter term events that are suggested include the smarties challenge, Christmas colours day, colouring competition, Christmas fair or carol concert. Any in-person events are likely to be outdoor only, which may be feasible if the PTA can source a marquee and outdoor toilets. A decision will be made after the half-term break as to which events are to go ahead. The PTA in the meantime will explore costs associated with each in readiness for a decision in November.</p> <p>The PTA extends thanks to Amanda Latimer for offering to coordinate a fashion show, to be held in the Stockport Mercedes showroom. The committee is keen to go ahead with this as an event in the spring term of 2022, hoping that restrictions allow.</p> <p>As in previous years, the PTA are to organise a Christmas gift for each child to receive in school during the last week of the winter term. Emma Fowler has kindly volunteered to lead the purchasing and wrapping of the gifts, and is keen to ensure any</p>	<p>Emma Fowler to lead on Christmas presents.</p>

	<p>gifts and packaging are as environmentally-friendly as possible. It is noted that there may be some issues with supply from supermarkets / online stores this year, and the PTA will endeavour to order them as soon as possible.</p> <p>Funding has been allocated to subsidise the KS1 trip to the pantomime and KS2 trip to the cinema. Full details will be confirmed via school comms after the half-term break.</p>	
<p>9. AOB</p>	<p>Lost Property: Amanda Latimer has kindly volunteered to project manage the lost property boxes at school, and is looking to distribute any unclaimed and unlabelled items of clothing. The PTA confirmed that funding for new storage boxes at both sites will be made available. It is discussed that the PTA has set up a uniform exchange facebook page, where school families can post any surplus uniform items.</p> <p>Non-uniform day themes: A suggestion has been made to theme a non-uniform day so that children can come to school wearing the kit / uniform of any club or team that they belong to outside of school. Suggestions were brownies, cubs, sports clubs or any other dress to represent children's interests outside of school. This will be brought forward to the first meeting in the new year to schedule in, along with potential for children to attend in brownie / cubs uniform on 'Thinking Day'.</p>	<p>Amanda Latimer to co-ordinate lost property.</p> <p>Hayley Meyer to add to the January agenda .</p>
<p>10. Next meeting date</p>	<p>The next meeting date is to be confirmed, ideally first or second week in November.</p> <p>(The next meeting of the PTA was subsequently confirmed as Wednesday 17th November.)</p>	