

Shirley Junior School PFTA

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Minutes of the Annual General Meeting held on Mon 27th Sept 2017 at 7pm

Present: Nicola Howarth (Co-chair 2016/17), Jennifer Bleeck, Kerry Sullivan, Pam Allan, Clare Mendez, Anne Booth, Martina Olley, Carly Sykes, Paula English, Lorraine Smith, Vincent Uppelschotten (Treasurer 2016/17).

1. Welcome and Apologies

Welcome by NH. Apologies from: Claire Jerrim, Rachel Schranz, Jo Craig, Amanda Webb, Sarah Crookall, Cindy Knight & Charlotte Clarke

2. Approve Minutes for 2016

The minutes were circulated by email – confirmed as approved.

3. Chair's Summary & Finance Report

NH ran through the events hosted by PTFA and jointly with infant FOSIS and thanked everyone for their support in helping to fundraise. We supported a junior disco to raise funds for rock challenge. We ran a café for the Christingle service and set up the tables between seatings for the Christmas lunch. We ran a successful junior quiz and adult quiz with a curry from Sanjha. The car boot sale was less successful, probably due to the weather whereas the summer fair raised a similar amount to last year.

VU detailed the report with overall more money being spent than raised. This was a deliberate effort to spend accumulated funds from previous years for the benefit of the school. VU thanked KS for her efforts in fundraising over the years to make this possible. We were able to provide funds for all of the requests from the school including smart sacs for the two year groups who didn't already have them, a new shed for the pond area, books for the top 100 reads, music stands, visualisers, equipment for the quiet area of the playground, workshops for the cultural diversity day, support for the year 6 Aladdin trip and Rock Challenge.

4. Senior leadership team

AB thanked the PTFA for the funds raised this year. The smart sacs have been particularly well received. There is less lost equipment and belongings, and the children drink more water as they have easier access to their bottles throughout the day. KS asked about how they are being maintained to ensure that they last, as they are expensive to replace. AB & CM assured the group that each child is made aware at the start of the year that they will take their smart sac with them into the next year. When the current year 6 children leave, if their smart sacs are in good condition, these will be passed onto the

new year 3 children and new ones will only need to be purchased to replace ones which are not in a poor condition. They are regularly emptied out and cleaned.

The quiet area on the playground has been a welcome feature for children who are not feeling in an active mood. In the coming year the school would like to purchase some replacement playground equipment such as tennis racquets as the current equipment is looking quite tired.

The cultural day workshops were very well received and the school would like to repeat this again during the current school year.

The Rock Challenge funding was gratefully received to enable the children to take part without having to pay for it themselves. We will continue to support this by holding a disco towards the end of 2017. All of the funds raised by this will go towards the Rock Challenge and will be made up to £1000 with PTFA funds.

We discussed the process for requesting PTFA funding for school equipment or enrichment opportunities. We agreed that all requests should go directly to AB who will decide with the Senior Leadership Team (SLT) if they are appropriate. They will then be discussed with NH and CJ as co-chairs of the PTFA and funded if possible. Ideas for future funding will be discussed and forwarded.

In addition to the ideas mentioned above, AB wondered if a drama group could come into school to perform a Pantomime as a Christmas event. This will be considered alongside the other requests and events throughout the year.

AB asked what had happened with the bid to run a scrapstore from the school. NH to check with JC outside of the meeting. Post meeting note: JC applied to the Lottery Awards for All for funding. The school was supposed to be notified within 10 weeks if there were successful. Unsure if Mrs Hixon had heard anything from them.

NH asked what had happened with the plans to purchase or hire a school minibus. CM explained that these had been discussed with the treasurer for Hamwic. A hire purchase would not be possible so we need to complete a full cost analysis of hiring vs purchasing outright before the plans can progress. NH expressed concern about relying on the PTFA for ongoing funding for either hire or running costs in case the PTFA was not as successful at fundraising in the future as it had been in previous years and because it would mean that the school and children would not benefit as much from the PTFA's efforts in the future. However, the PTFA would support if required with a one-off payment towards the purchase of a minibus.

5. Election of the 2017/2018 Committee Members/Trustees

Co-Chair: Nicola Howarth - nominated by KS, seconded by JB

Co-Chair: Claire Jerrim - nominated by JB, seconded by CM

Treasurer: Vincent Uppelschotten – nominated by NH, seconded by MO

Deputy Treasurer: Amanda Webb - nominated by NH, seconded by KS

Secretary: Carly Sykes – nominated by JB, seconded by PE

Non-specified committee members: Kerry Sullivan (continue from last year)

6. Confirmation of other Non-Trustee Roles

Parent Forum Coordinator: Amanda Webb with support from KS

Teacher reps: Anne Booth, Clare Mendez

Pond team: Pamela Allan (work with Rob Davies as required and liaise with Rachel Schranz who has previously run this team)

Cake team: Paula English

Book swap: TBC. Post-meeting confirmation = Rebecca Kinge

Transport rep: Sarah Horsfall

Parent reps: Role to gain support for PTFA events and gather views of parents /children on school issues to feedback at parent forum meetings. Any other parents who are interested please contact Nicola Howarth.

Year	Class	Class	Class
Year 3	Dragonfly Helen Heal, Pam Allan, Sarah Crookall, Sonia Malhotra	Bumblebee Kathryn Joan Anna Low	Butterfly Carly Sykes
Year 4	Golden Eagle Paula English	Osprey Louise Fox Clare Powell	Goldfinch Sam Holmes
Year 5	Orca Nicola Howarth	Sea Otter	Malamute Martina Olley
Year 6	Zebra Louise Fox Kerry Sullivan	Meerkat	Lion Julie Glover

7. Diary Dates for 2017/18:

Wed 18th Oct – Parent forum 09:15am
Fri 17th Nov – Bags2school collection 9-1pm
Fri 17th Nov – Rock Challenge Disco (& Infant Film/Games Night)
Fri 24th Nov – Non-uniform day (donations for Christmas fair)
Fri 1st Dec – Christmas Fair 2.15pm – 4.30pm
Fri 15th Dec – Christmas lunch & Christmas jumper day
Thurs 21st Dec - Christingle and Christmas Café
Wed 7th Feb – Parent Forum 2pm
Friday 9th Mar – Juniors Quiz after school, Adults quiz 7.30pm
Sat 24th Mar – Car Boot Sale 10am – midday
Sat 21st April – Tidy Up Day 1 10am – midday
11th May – Bags2school collection 9-1pm
Wed 23rd May - Parent Forum 6pm
Date TBC - Barn Dance
June – exact date TBC – Welcome evening for new Year 3 parents
Sat 16th June– Tidy Up Day 2 10am - midday
Fri 29th Jun – Non-uniform day (donations of bottles and sweets for summer fair)
Sat 30th Jun – Summer Fair 11am – 2pm
Fri 20th July – Volunteers Picnic 4.30pm

The quiz was moved to 9th March from the original date in Feb to ensure that rehearsals for Rock Challenge were not disrupted.

8. AOB

We discussed the use of paper newsletters in the current school year. Writing the newsletters was a very time-consuming part of the co-chair's role last year with seemingly little benefit. There is the added incentive to not print when the rest of the school information goes out electronically. All information so far has been sent out as a small section of the whole school email and via the facebook groups. It was agreed that this would reach sufficient coverage of parents and so the newsletters would not be continued this year. The exception would be if a list of dates were sent out so that this could be displayed at home e.g. on the fridge and if parental consent is required e.g. for the junior quiz entry forms.

We discussed holding more book swap days and this was supported as an idea. Ideally to tie in with world book day. Request from parents at the last forum was to ensure that fancy dress day if at all possible could be held on world book day, but at the very least, be on the same day as infants to make it simpler for parents. NH to ask Rebecca Kinge if she'd like to help organise these events as involved with

previous book swap. Post-meeting note – RK has agreed to help organise book swap days. AB to confirm which days would be suitable please.

We discussed a few ideas for the Christmas fair and whether this could be linked to maths week in school. We also discussed the Barn Dance and whether a children's event could also be run, and whether these could take place in the USH hall or a big top on their field if this is hired for the jet proms.

The date for the next AGM will be set early in the academic year 2018/19.

Thank you to everyone who attended and to everyone who has supported the PTFA over the last year.