

# Perryfields Parents, Friends and Teachers Association

## AGM

6<sup>th</sup> November 2015 @ 2pm

### 1. Attendees

Sam Green	Claire Pace	Justine Deakin
Gemma Dunn	Kerry Harkin	Lindsay Reid
Kathy Price	Lisa Jones	Maria Yaqub
Lianne Hughes	Natalie Hitchman	Melissa De Vere
Rebecca Peasley	Sarah Gooding	Tim Unitt-Legg
Clair Neville	Johanna Sanders	Sarah Gooding
Rachel Bryan	Terry Jones	

### 2. Welcome

As the current Vice Chair CP welcomed everyone to the meeting.

### 3. Receive accounts for the previous financial year

The current Treasurer KP presented her Treasurers report. The PTFA made an income of £3975.35 and spent £3955.94, an increase in the bank balance of £19.41. £1800 was donated to the school and £85.00 to the British Heart Foundation raised with the help of some of the children at the Bring and Buy event. Fewer events were run this year due to changes in committee members.

#### Key Financial Figures 2014/15

Autumn Disco Profit	£191.30
Breakfast with Santa Profit	£874.53
Easter Raffle	£102.50
Spring Disco Profit	£487.55
Summer Disco Profit	£431.55
Bring and Buy	£170.60

Copies of detailed accounts and receipts can be obtained from the Treasurer. Please contact via the school office.

The main items bought for the school were a camera, Easter eggs for all children and the Year 6 Leavers' Books. Most of the expenditure came from paying a 10% contribution towards trips. The agreement we have with school is that the PTFA will pay a 10% contribution towards one trip per year for each class. KP has spoken to the office and they were unaware of this and have therefore claimed for multiple trips for each class. After a

discussion it was agreed that we will pay a 10% contribution for one trip this year for each class. Most people felt that they would rather the money was spent on something big rather than subsidising trips. RP suggested asking parents what they would like to do. Mrs Jones suggested fundraising to refurbish the playground, remarking games onto the tarmac and buying new equipment. We have a parent in preschool who works for an outdoor equipment company who may be able to get discounts for us. It was agreed that if we go ahead with this we would have a totaliser and tell/show parents exactly what equipment we will be buying.

It was agreed that a letter will be sent out to parents asking if they want to continue funding trips or would rather use the money for the playground. This will be finalised at a later meeting.

The Autumn disco raised much more than usual, £413.64.

#### 4. Election of Committee Members

RP explained that the existing committee members feel that the current roles are too big and so we have created more, smaller roles. We feel these are more manageable and hope more people will feel able to take a role on. Everyone was shown the roles and asked to put themselves forward if they felt they could. The following roles were agreed:

<b>Role</b>	<b>Volunteer</b>
Chair	Gemma Dunn
Treasurer	Kathy Price
Treasurer – Events Set Up	Sarah Gooding
Treasurer – Events Fund Collection	Gemma Dunn
Meetings Secretary	Justine Deakin/Sam Green
Communications Secretary	Lindsay Reid
Publicity and Communications Officer	Clair Neville
Stock Controller	Lianne Hughes/Sarah Gooding
Health and Safety Officer	Rachel Bryan
Events Team Leader	Rebecca Peasley
Events Team Deputies	Lindsay Reid/Justine Deakin/Lisa Jones/Lianne Hughes/Natalie Hitchman
Donations/sponsorship Lead	Lianne Hughes
General Helpers	Clare Pace/ Jo Sanders/Maria Yaqub/AnneMarie Marklew/Melissa De Vere/Kerry Harkin/Emma Unitt-Legg/Jackie Johnson/Chris Glover/Kelly Darby/Lou Woodward

As we do not have enough attendees to vote these roles in at this meeting we will arrange for a new vote at the Christmas event. In the meantime we will move forward with these people in the roles.

DBS Checks – It was agreed that all people with named jobs will get DBS checks done through the school if they do not have an up to date DBS.