

Caton St Paul's School PTA AGM Minutes – 11 October 2022

Present: Chair Julie Pearson, **Treasurer** Ellie Eccleston, **Head Teacher** Mr Gittins, Jill Kay, Amy Pearson, Dave Pearson, Sarah Daniels, Claire Fox, Josie Smith, Rebecca Wood.

1 Welcome

JP (Chair) thanked everyone for attending the AGM tonight.

2 Apologies: Lisa Huddleston, Rachel Richardson

3 Some of the PTA Board Activities during 2021-2022

- Licencing Applications: Small Lottery LCC, Temporary Events Notice (TENS Licence to sell alcohol)
- Updating membership sites: ParentKind, Charities Commission, School
- Monitoring Accounts and registering accounts with the Charities Commission
- Banking money and provision of floats for events
- Ordering goods, eg Circular Bench & Tree for Queens Platinum Jubilee
- Organising the first Summer Fair
- Movie Nights
- Christmas Fair and big Raffle, sourcing and collecting all the prizes
- School Christmas Play hospitality
- Organising the Christmas Design project-for children
- Easter Bingo
- Sports Day hospitality
- PTA presence at 'New Parents' Day
- Good as new School Uniform collection & sales
- Gardening, planting and painting outside planters
- Funding application completed and sent to Coop
- Contribution to Young Voices Coach
- Contribution to Year 6 Hoodies
- School Minibus project
- Delivering Open Day leaflets
- PTA meetings
- PTA Facebook – Overseen by Hannah Horner
- Meetings with Mr Gittins and Mrs Glennon
- Shopping – lots of it
- AGM

It was agreed that a lot of hard work had taken place to make things happen during the year and especially the first Summer Fair, which took a lot of hard work and planning to organise. It was agreed that the event was a great success and everyone that attended had enjoyed themselves.

It was agreed that we need to have a set of stocks made. **ACTION**

It was agreed that we need to hold more pre-Loved school uniform sales eg we could sell at school pick up time and after family assembly in the hall on Fridays. Any uniform that is not sold should be given to a school uniform bank. Look for volunteers to sell uniform at school. **ACTION**

4 Finances Overview

EE (Treasurer) gave an overview of the Finances as below.

Opening Balance 1ST Sept 2021 - £5124.30

Some of the Donations to School:

- Athletics Subscription - £994.80 – this is a great tool for the children
- Yr 6 School Leavers Hoodies - £300
- Donation to Red Cross from Jubilee Day Hospitality - £163.60
- Coach for Young Voices - £100
- Tree and Tree Bench to mark the Queen's Platinum Jubilee - £344.43
- New Books - £200
- Gifts from Father Christmas and prizes for the children at the school Christmas Fair £446.49

Total – £2,549.32

Closing Balance 4 August 2022 - £6,862.18

Of the closing balance £1,083.88 is from the Coop Support Fund for the school mini bus.

As the School mini bus is now 20 years old It is likely that it will not last into the next school year 2022/23. It was agreed that it would be good if we could solicit sponsors for a new bus. **ACTION**

It was agreed that even with Covid we had done well to raise funds to benefit the children and school.

5 Worship & Prayer Square Project

This project had been discussed at the last PTA meeting and JP gave an overview of the project including handing out a plan for the Worship and Prayer Square.

JP had met Miss Heap to discuss the project and it was agreed at this meeting that we would start with the 'Worship' area imminently then progress to the 'Reading' corner. We will work to complete the square as soon as possible. It was agreed that we should proceed with the project and that the PTA would fund the whole of the project, although this would be section by section. This area will be a fantastic safe place for all the children to learn, be creative, reflect and worship. The Square could also be used by some of the clubs and WAC.

The Worship and Prayer Square will be a unique place in school that, as far as we know, no other school has and therefore will make this a great USP for the school.

Once the project is completed it was agreed that the school should organise an official opening of the square, perhaps by the Bishop or Mayor of Lancaster. **ACTION**

JP mentioned that the PTA would need to keep £1,000 in the PTA finances for such things as membership and Licences etc.. It was agreed to do that.

6 School Panto

School asked PTA for a contribution towards the panto (Cinderella) for KS2 children. KS1 children are going to the cinema, which is free of charge.

It was agreed that the whole cost of the coach and panto tickets for KS2 children will be donated by the PTA. Therefore parents would not need to contribute towards the coach and panto.

School to confirm the exact amount to JP, Chair, PTA.

7 Election of the Board 2022-2023 – Head Teacher, Mr Gittins

Each Role was Announced as below:

Chair – JP was standing down as required but wished to be re-elected, it was then put to the floor: did anyone else at the meeting wish to stand, no one wished to stand. To note there had not been any volunteers or nominations via email.

Julie Pearson was Nominated by Rachel Richardson and seconded by Sarah Daniels – Julie Pearson was elected as Chair.

One family, belonging, believing and living together

Secretary – Rachel Richardson was standing down from the Secretary role and was thanked by the Chair for the great work and support during the term of office. **Josie Smith was nominated by Jill Kay and seconded by Claire Fox – Josie Smith was elected as Secretary.** Thanks to Josie for agreeing to fulfil this role.

Treasurer- Ellie Eccleston was standing down from the role of Treasurer and was thanked by the Chair for the great work and support during the term of office.

No one was nominated at the meeting, nor by email, this post is vacant. It will be advertised to the Parents.

ACTION

This concluded the vote for the Board members for 2022-2023

- 8 **AOB** – JP informed the meeting that Hannah Horner will continue to manage the PTA Facebook and was thanked for her work and support again this year.
- 9 Date of next PTA Meeting to be confirmed.