



HAGLEY PRIMARY SCHOOL

Parents, Friends and Teachers Association



Hagley Primary School PTA AGM meeting Wednesday 4th October 2023 19.30pm Venue: Bathams Community Room

Attendees: Gemma Walmsley, Natalie Price, Lydia Cooper, Natalie Dawes, Stella Gavriel, Jemma Brookes, Nicola Capel, Carrie Hopton, Heather Farmer, Emma Downes, Gary Booth, Claire Davis

Introductions and welcomes to the first PTA meeting of the academic year - September 2023 - an AGM and general meeting.

The total raised between September 2022 and July 2023 was **£27,000**.

AGM

Reports

Head Teachers report:

Unfortunately Mrs Payne was unable to attend the meeting, Mrs Claire Davis attended and spoke on Mrs Payne's behalf.

Mrs Payne sent her apologies as she was unable to attend the AGM.

On Mrs Paynes behalf, Mrs Davis advised that she and the school are extremely grateful for all that the PTA have done and for all the money they have help raise for Hagley Primary School.

The school was under budget with regards to paying for the playground markings. It was originally thought to be costing £8000 but came in under budget at £3500.

The school are extremely thankful for the 30 ipads, which are now up and running. They are also very much hopeful of more ipads going forward.

Mrs Davis advised that Primary Sports are covering bikeability from this year and thus going forward.

There was a query regarding £8000 for library books. This had not been agreed by PTA at the last meeting. The possibility of parents donating books has been discussed. The school is in need of more books on diversity, Mrs Davis advised this was also discussed at a previous diversity meeting held by school.

Gemma Walmsley, Chair of the PTA produced a written summary and highlighted the main points from the academic year. - attached

Treasurers report: Natalie Dawes issued a Treasurer report. The report breaks down the total raised by event and expenditure. -attached

Election of New Committee

Election of new PTA team: the current committee step down in line with the rules of the constitution (two years).

The current PTA have advertised tirelessly via a variety of means for a new committee since January 2023 to prepare for succession. Much work has been covered in the last two years, not only with fundraising but introducing policies

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to ensure the PTA has more robust formats, policies and systems for easier administration reducing manual labour and generally more effective practices.

Roles for election

As a minimum, an election of the following roles is required:

- Chair
- Treasurer
- Secretary

Nominations

Nominations took place and the following have been voted in:

Chair of PTA – Carrie Hopton – nominated by Gemma Walmsley and seconded by Emma Downes

Treasurer – Heather Farmer – nominated by Natalie Dawes and seconded by Natalie Price

Secretary – Jemma Brookes - nominated by Lydia Cooper and seconded by Stella Gavriel

A review took place of PTA Trustees and the following trustees will remain:

Gemma Walmsley

Natalie Dawes

Vanessa Payne

Jemma Brooks

Stella Gavriel

And new trustees: Carrie Hopton and Heather Farmer

Handover

A thorough handover will take place to cover:

insurance, risk assessments, treasurer and banking processes, GDPR and health and safety, parentkind resource, social media, documentation and previous minutes.

General Meeting

Nearly new uniform:

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Dates are in the school diary.

Nicola Capel advises that 2 new volunteers have come forward to help more frequently.

A reminder that minutes of the meeting should not be widely circulated and are only available upon request via the PTA email to enable the PTA committee to redact sensitive information as per advice from Parent Kind

Any Other Business

Claire Gahir has communicated prior to the meeting that the process for Christmas cards has started and is all in hand.

Attachments

- Chair report
- Treasurer report