

William Gilbert Endowed School PTA

www.williamgilbertpta.co.uk

Minutes of the Annual General Meeting held on 18th April 2007
Chairman Mary Johnson-Evans

1. **Opening Welcome**

Mary welcomed everyone to the meeting

Present

Suzanne Leeder Mary Johnson-Evans Sue Whyld Jayne Stevenson Lisa Tipping, Rachel Abbott, Jane Arnold Helen Barr, Judith Carroll Joanne Hare Andrea Hewing Judy Hooker Gail Mann Kate Naylor Karen Nicholson Bronwen Skinner

2. **Apologies**

Rachel Storr, Anna Nandwani Karen Lawley, Bridget Charlton

3. **Minutes of last meeting and matters arising**

Minutes of the last AGM 9.3.06 were proposed by Jo Hare and seconded by Jane Arnold
Amendments to minutes. Auditor should read Jo Rogers and not Jo Rogerson.

4. **Chair's report**

Events over the past year include

May Fayre - theme was "sport" and although the weather did it worst we did have a fantastic day with all the usual popular stalls, Year 6 games, Adopt a Pet, Decorate a Cookie, delicious Delicious food and a very well stocked bar. New addition this year was plate smashing which we are hoping to repeat at this year's event

Sports spectacular - well attended but always a struggle to find helpers

Carnival - fantastic float provided by Roger Carter and decorated by Steve Marriott and decorated by the "usual" team of Bridge, Karen, Judy, Helen ...

Started the new academic year with the **Quiz Night** - a fairly popular event but may change things slightly this year and have a barn dance in the school hall or similar

Leavers' concert - thank you to all those who came and helped set up the hall for the evening and served drinks

Junior concert - similar format - couldn't be done without our beverage buyer and those willing to spare a few hours

Ladies Shopping Night - great success

Infant and Junior theatre trips - provided refreshments

Infant concert - we provided sherry and mince pies for our elderly guests from St Alkmunds Close

Christmas Fayre - great success - great start to Christmas but we must get Santa a new outfit including black wellies.

The Ball - £12,200 - enough said! Fantastic night - seemed to run like clockwork. The ball committee worked very hard to give us all a really good evening. Karen Lawley's band was absolutely amazing - the dance floor is never big enough as everyone seemed to be on their feet from the moment the music started! Fantastic jewellery hand made by Lyndsey Allen

Shading - have spoken to a few suppliers a decision could be made very soon. It will be expensive.

Miniature garden competition - lots of great entries - will be judged on Thursday as Year 5 didn't receive their PTA letter until Monday after the holiday so need to give them a chance to get their biscuit tin lids covered in daisies

5. Treasurer's report

There is currently £22,500 in bank account. As of 28.2.07 the total income received was £25,000. This year's accounts reflect the income from two Balls. The total spend during 2006-7 was £19,000 leaving a £5779 surplus.

Jo Rogers will be asked to audit the accounts.

Karen suggested we wrote to inform parents what the money has been spent on.

6. Presidents report

The PTA has had an enormously successful year. Sue Whyld paid tribute to Susanne and Mary the joint chairs. Their success was down to their drive and commitment, warm personality and energy, kindness and consideration. The staff has really enjoyed their presence in school. Sue Whyld also extended her thanks to Bronwen and Judith for their contribution. Sue Whyld also wanted to thank on behalf of the whole staff everyone who has been involved with the PTA fundraising in whatever role. All the hard work has helped bring in a lot of money which benefits the school and the children. Mrs Whyld presented flowers to the outgoing chair and secretary, Susanne and Judith.

7. Election of chairman and new officers

Mary outlined the responsibilities of the PTA Roles and asked for volunteers. There was then a discussion about the vacant posts. The following appointments were made.

Chairs	Mary Johnson-Evans
Treasurer	Bronwen Skinner
Secretary	Andrea Hewing

8. Election of new committee

Beverage Buyer	Jane Arnold
Catering supplies	Rachel Abbott
Gift Buying	Karen Lawley
Entertainment Co-ordinator	Jo Hare and Karen Lawley
Publicity Co-ordinator	Gail Mann
Donations Co-ordinator	vacant

Other committee members

Helen Barr Karen Nicholson Judith Carroll Bridget Charlton Sue Robey Susanne Leeder
Anna Nandwani Rachel Storr Kate Naylor Jayne Stevenson

PTA Class reps

Nursery	Debbie Cook/Karen Lawley/Tracy Bachelor
Reception	Andrea Hewing
Year 1	Jane Arnold
Year 2	Rachel Abbott
Year 3	Rachel Storr
Year 4	Nikki Allison
Year 5	Ruth Slade-Walker
Year 6	Kate Naylor/Judy Hooker

9 AOB

Constitution Judith proposed an amendment to the constitution. Clause 5.3 states that there is a quorum at a general meeting if the number of members personally present is at least three times the number of Committee Members in office at the commencement of the meeting. This would currently

require at least 63 people attending the AGM. The usual number who attend is around twenty. The amendment would change the clause to read that a quorum at a general meeting is 50% of the total current membership of the Committee members. This was carried unanimously pending legal advice.

Spending requests

- The replacement of the junior classroom furniture has cost an additional £1500. This was passed by a vote.
- A request for £500 to spend on annual incentives for the children. This includes certificates and stickers. This was passed by a vote
- £880 for new bibles for the children to use in class. Rachel Abbott offered to research if any monies were available from the church. This spending request has already been approved by the PTA at a previous meeting
- Future spending plans this year include curriculum expenditure, benching for the ICT suite, lap top computers for use in the Infant Department and a jointly funded covered seating area in the Junior Playground as a memorial to Will Shepherd

Sun safe A further discussion took place around sun protection within school. Ideas included a hat as part of the school uniform. It was suggested taking this issue to the school council for their ideas.

10 Close

Mary thanked everyone for attending the meeting and brought the AGM to a close.