



Minutes Hawes Community Primary School PTFA Annual General Meeting

Tuesday 30th September 2014

Present: Carol Hall (Chair), Hazel Thwaite (Treasurer), Anna Fagg (Secretary), Sandra Bell, Katie Iveson, Edie Peacock, Emma Guy, Angela Hickling, Louise Alder, Toni Martin-Chambers, Natalie Whyte, Joanne Fothergill, Kathy Lewin, Louise Cloughton, Lisa Baldwin, Jackie Smith.

Apologies: Nicola Hesletine, Di Burton, Lynn Irwin, Emma Blades, Kelly Allen, Vicky Blades, Julia Wilson, Michelle Wilkinson, Stella Dinsdale.

Minutes:

Minutes of the previous AGM were present and offered for approval.

Treasurer's Report and Adoption of Accounts

The Treasurer, Hazel Thwaite, presented the accounts for 2013 – 2014. These have been audited by Stuart Clarkson. A copy of the accounts is in the Minutes Book.

Secretary's Report:

A copy of the Secretary's report is in the minutes book.

Election of Officers

Carol Hall (Chair) and Hazel Thwaite (Treasurer) wish to stand down from their positions. Thanks were given to them both for their help and hard work over the duration of their roles within the PTFA.

The following officers were elected:

Chair : Katie Iveson: proposed Carol Hall, seconded Emma Guy

Treasurer: Sandra Bell: proposed Joanne Middleton, seconded Hazel Thwaite

Anna Fagg will remain as secretary.

Any other Business:

It was discussed that we should ask Mrs Dooley to include a bit about the PTFA in her welcome meeting with new parents each year and perhaps produce a letter to go into the prospectus.

Joanne explained that the school are now in possession of the Christmas card packs (discussed in the previous meeting) and will organise for the children to do drawings/paintings/etc in school time.

Sandra suggested a 100 club as a relatively easy fundraiser and it was agreed that this was a good idea. As we already run the grand raffle in the run up to Christmas, it was decided that maybe the end of the school year would be a good time with letters going out by May half term inviting people to join. Louise Alder has a letter template we can use with all the relevant legal blurb on the bottom.

Louise Alder suggested a fashion show and has a contact who would be able to host it. It was decided that somewhere between January and Easter would be the best time for an event such as this. Money is made from ticket sales (approx £5) and a raffle. It was suggested that we could approach the fountain as a venue.

Christmas Fair:

The date was confirmed as Friday 28th November from 6.30pm in the school.

Angela offered to arrange ordering the raffle tickets from Wensleydale Press. Due to the appointment of a new treasurer, the name of the promoter will need to be changed to Sandra Bell. £100 1st prize, £50 2nd, £25 3rd – we will approach some of the business that have supported us in the past and decide nearer the time if we need to purchase additional prizes as we did last year. It was decided that we would print 1500 as there are considerably more pupils at the school than last year. Joanne offered to oversee distribution to each family once they arrive and it was agreed that this should be done before half term.

Kathy will organise posters for the event.

Carol and Louise Cloughton will oversee arrangements for stall holders this year.

Edie suggested allocating a number to each prize in the raffle to speed up the drawing on the evening and also to avoid everyone cramming into wherever the draw takes place. It will also make it easier when people have left before the draw. It was agreed this was a good idea.

We will have a cake competition for the children again this year with an open theme. Cakes can either be bought back (£2) or donated to the cake stall.

Date of next AGM:

A date will be set in the second or third week of the Autumn School Term 2013.

Date of next meeting:

Tuesday 14th October 2014, 8 pm in The Fountain - Planning the Christmas Fair

The meeting closed at 9.50pm.