



The Richard Clarke First School PTFA
Head Teacher: Mrs Kay Hanson
Registered Charity: 1111098

PTFA AGM
08.07.2022. Held in school – 9am

Minutes of the latest meeting:

Present: Georgie Hine (GH), Susie Gray (SG), Elizabeth Dear (ED),
Teacher Representation: Kay Hanson (KH)

Apologies: Charlotte Fryatt (CF), Claire Reed (CR), Katie Redfern (KR).

Minutes from the last meeting: Minutes from the previous meeting had been circulated prior and approved.

AGM 2022:

Chairs reflection –

GH thanked everyone on the committee and other volunteers for their hard work over the year and whilst she has held the position of Chair. GH is stepping down from her position due to her child moving on to middle school. Our thanks to GH were reciprocated.

Headteacher reflection –

KH thanked the committee and volunteers for everything they had done in the last academic year. Special thanks given to GH in her position as Chair. She will be missed dearly.

Treasurers Report –

RG was not present but had prepared the report up to 14th June. We ran through her report which covered from 1st July 2020 to 14th June 2022, due to the pandemic. We raised an incredible £7241.16 over the two years, and have a closing balance of £4392.91.(See separate report for details.)

£1814 has been raised from the Danceathon which will be put forward for the school library refurbishment. Approximately £500 has been set aside for History resources.

The committee has also agreed to increase its annual contribution towards school trip costs from £5 per pupil to £15 per pupil. This is a result of the continuing cost of living increases we are all facing.

Election of Officers -

As per the election procedure the entire committee stood down from their positions for this academic year. The advertisement went out to the school community to give everyone the opportunity to be involved, with the results as follows:

Position	Name	Proposed by	Seconded by
Chair	Susie Gray	Charlotte Fryatt	Claire Reed
Treasurer	Rachael Gavin	Kay Hanson	Georgina Hine
Secretary	Liz Dear	Georgina Hine	Charlotte Fryatt

Matters Arising:

Looking forward to the next academic year, we looked at some possible future plans.

It was agreed that we would purchase a notice board for use outside so that parents/carers can keep up to date with our plans. SG suggested a Committee photograph so people can see who we are. We will arrange this to be done at The Richards.

SG to attend the new parent induction in September to talk all things PTFA.

SG also suggested we host an open evening of our own, with complimentary drinks to spread the word that we need more volunteers in order to survive as a charity.

We would like to do a Back to School Disco – In October. The children love it and it is pretty easy to organise – KH will advise of a suitable date – we could do this outside if light allows?

Other Business

We went through The Richards plan. Everything is in hand and SG will produce the latest update on who’s doing what on the day and evening.

We shall hold an end of year raffle on Friday 15th July. Tickets to be sold at drop off, pick up and at The Richards. Draw will take place at The Richards. Prizes to be collected Monday/Tuesday. Thank you to the parent who rallied around our local businesses for some great prizes.

Next meeting TBC – September 2022

Signed.....
Date.....

