

LYTCHETT MATRAVERS SCHOOL
PTA ANNUAL GENERAL MEETING
HELD ON WEDNESDAY 23 SEPTEMBER 2009

Attendees: Lisa Thompson-Purvis, Karen Townley, Cara Fusco, Simon France, Amy Lockwood, Melanie Gill, Claire Hulbert, Paul Nicholas, Michelle Luther, Jimmy Roscoe, Louise Lewis, Sarah Robinson, Susan Huggins, Steve Janssen.

Action

1. Welcome

LTP welcomed everyone to the meeting and thanked them for coming.

The minutes of the AGM held on Tuesday 16 September 2008 were approved and signed.

2. Chair's Report

The PTA had helped the pupils, staff and governors in a variety of ways this year and been involved in different aspects of school life.

The PTA had helped at a Super Schools event which saw one of the members of the Olympic gymnastics team come to the school. It had also helped with the harvest festival, chaperone services at the pantomime and supplying refreshments at different meetings held at the school as well as fundraising events.

This year the amount of PTA meetings had been scaled down or changed to different times to accommodate attendance from a cross section of Committee members and the meetings had become more efficient in planning events. The PTA had chosen to scale down the number of events to 2 film nights, 2 discos and the summer and Christmas Fayres. All the events had still proved very successful and financially rewarding and the PTA had come together as a supportive team and had lots of fun.

At the beginning of the year the PTA had no wish list but appreciated that there may be items that the Committee could fund throughout the year when required by the school.

The PTA had been in a good financial position and had been a pleasure to fund items that the school needed. The PTA money had seen a substantial investment in early years and Key Stage 1 equipment, as well as sports equipment for all the school but especially Key Stage 2. There was also new stage equipment for school productions and musical events and an improvement to the recreational areas for some of the pupils.

The PTA was looking forward to continuing support of the school and awaited Mr France's instructions for the next year and any future projects.

Melanie Gill and Claire Mckenzie were stepping down from the Uniform Shop after a lengthy service and both were thanked for their hard work over the years. The ownership of the school uniform shop would be taken over by Jeanette Dickman and Sue Fricker and details of times and dates for the opening of the shop were being discussed and would be published via Roundabout.

The PTA wanted to thank Tanya Alexander for all her help over the years and wished her and her family well as they moved to another school.

The PTA acknowledged the support received from the teaching staff and thanked them for attending events and making them a success.

Finally, as Chair, LTP wanted to thank all the PTA for their help over the last year. The team had been very supportive especially Sally Atkinson, Mel Gill and Cara Fusco who had guided through the first year as Chair.

3. **Treasurer's Report**

CF provided a breakdown of the events run, the funds raised and also expenditure and items paid to the school.

The following amounts were raised:

Disco - £294
Film nights - £832
Summer Fayre - £1,894
Christmas Fayre – £3,073

The PTA had also received pound for pound donations of £2,693 and a donation from the Uniform Shop of £1,700.

There was a net income of £7,834.

There were governance costs of £20 to the Small Lotteries and £100 to the NCPTA.

£5,077 was paid to the school for the following items:

Early years, litter bins and PE equipment - £3,318
New stage - £692
Playground markings - £567
Courtyard project - £500

The account balance at 1 September 2009 was £13,611 although £3,500 had been provided to the school for new musical instruments since this date.

If anyone knew a parent who could use the pound for pound scheme please ask them to speak to the PTA. LTP welcomed and thanked Paul Nicholas who had kindly agreed to carry out the independent inspection of the Accounts again.

ALL

4. **Headmaster's Report**

SF thanked the PTA for the support it had given, particularly at events which involved the community and allowed families to come together with the children and the people of the village.

Fundraising was vitally important and it made such a difference to what the children had and ensured they did not have outdated equipment.

The intention for the PTA funds in the last year was to enable funding in one key area on a project in conjunction with the children and largely funded by the PTA. Since that was discussed a couple of things have happened and the school had tendered documents for a new school hall to provide an additional facility and to enable school meals to be provided which they cannot at the moment due to health and safety. The school were currently awaiting a decision.

Unfortunately due to the financial environment and budgeting , which meant that as the school was one of the best it was not seen as requiring additional funding, the school may need help from the PTA this year for lesson items.

5. **Chair of the Governors' Report**

Diana Cobden had been very supportive of the PTA over the year and she was thanked her for her kind words in Roundabout at the end of the last academic year.

Diana was unfortunately absent from the meeting but had asked LTP to express her very grateful thanks to the PTA for the magnificent job it did in the school.

6. **Election of Trustees/Officers**

LTP advised the meeting that although some of the Trustees would like to carry on for a further year if re-elected this did not prevent other people volunteering for posts.

The Trustee roles of Chair, Secretary and Treasurer had to be filled by the Charities Commission.

Chair/Vice Chair

LTP confirmed she was happy to continue in the Chair role. MG nominated LTP as Chair and CF seconded.

MG confirmed she was happy to take on the Vice-Chair role. CH nominated MG and LTP seconded.

Secretary

KT was happy to continue as Secretary for a further year. SF nominated KT and MG seconded.

Treasurer

CF was happy to continue as Treasurer for a further year. KT nominated CF and LTP seconded.

Special Needs Group

Rachel Lucas has been heading up SNUG and there had been visits from external agencies to the school which parents had found interesting and helpful. Unfortunately it was believed that due to RL's availability at the moment this group would not continue at present.

7. **Any Other Business**

Roundabout

Sally Atkinson had confirmed she was happy to continue writing the PTA piece for Roundabout but as it was her last year at the school it would be useful for another PTA member to shadow her this year to take this forward. Anyone interested should let SA or LTP know.

ALL

Fundraising Ideas

An auction was suggested as a fundraising idea for next year which was thought to be a very good idea.

March 2010

8. **Dates for Diary**

The following dates were confirmed:

A Halloween Disco would be held on 22 October.

A Film night would be held on 10 December.

The School Christmas Fayre would be held on Friday 27 November.

LTP

The date of the next PTA Meeting this term would be confirmed once the diary was checked.