



## Freshford School PTA EGM Minutes

**Tuesday 15th November 2016**

- 1) **Attendees:** Sam Lascelles (Chair), Sarah Abercrombie (Treasurer), Ceri Shaw (Secretary), Alex Malir (Gov Rep & CM\*), Mark Kenison (CM), Chloe Fletcher (CM), Trish Watts. \*CM = Committee Member
- 2) **Apologies:** Lucy Stavri (CM) Jamie Colston (CM) Sara Buchanan (CM) Anthea Aldridge, Vicky Peck (CM), Rebecca Kemp, Amanda Barrington, Lucy Dunbar, Harriet Pilkington (CM) Andrew Wishart.

### 3) **Extraordinary General Meeting Business**

The benefits of moving to a model constitution was explained and the chair proposed the motion that the old constitution should be replaced with the PTA UK model constitution. A vote was held and all were in favour.

**ACTION:** Sam L to sign the new constitution along with a witness of the meeting.

4. **Roles & Responsibilities:** See separate document "Proposed PTA Committee Members".

Trustees: Do we need 4 Trustees?

**ACTION:** Sam L & Sarah A to check trustees and also protocol for bigger spends.

Communications

**ACTION:** Sam to confirm with Caroline Villiers that she is happy to lead on Communications, with Jamie & Mark.

Initiatives Officer: Chloe Fletcher as Gift Aid initiative for this year

Events Co-ordinator. Some discussion around who could do/be willing to do the role. This position still needs to be filled.



## 5) Normal Business

- i. **Report on recent events** Tennis-a-thon: raised £250 Fireworks raised £1500. Cake Sale £90, Directory £600. Paint working party: Mill class repainted, Peters kitchen. All upstairs corridors..Joyce class was finished. Corridors outside KS1.

The Chair particularly thanked:

- Jo Taylor & Abers and all their hard work on behalf of Preschool and School for the fireworks/sponsorship and successful fundraising effort.
- Lucy Stavri for organising the class reps into sorting a plan for the year and coming up with amazing crafting ideas for the involvement of the children in the Christmas Fayre.
- Alex Malir, for instigating the painting party and also her time spent with Jamie on moving our constitution change forward.
- Jamie: Working with Caroline to Sort out the Comms board. Also for taking the time & doing the hard graft on getting our constitution sorted.
- Joyce Class have had a successful cake sale with £90 raised.
- Nicky Thomas, Harriet Pilkington & Binny Lascelles are squirrelling away to put together a Christmas fair like no other.

- ii. **Initiative for a Ground Working Party.** To Discuss at next meeting.

### iii. Report on finances

- iv. **Christmas Fair:** All going ahead, no issues arising.

- v. **Forecast of events:** Christmas Fayre. Wine Tasting. Riverford Veg to come to school to promote healthy eating Sign up to boxes for £15 contribution. (next term). Disco. next week. Christmas Cards.

Relaunch of the standing order: For discussion at next meeting.

### vi. AOB

Name Change: It was decided that as we had just adopted the PTA UK Standard Constitution that we would remain the "PTA". It was also deemed that there would be a certain amount of administration involved in changing the name, for which there is no one available at this time. This can be reconsidered in a year's time.

To Discuss Fireworks & School Directory at next meeting.



Fireworks: to find out about TENs license & rules around allowing extras in on the night.

An investigation to the best way to procure IT equipment is underway.

Tuesday 10th January next meeting. March meeting will be on a Friday morning after drop off.

**Next Committee Meeting: Tuesday 10th January  
7.45-9.15pm prompt. Mill Class**

**Pub after!**