

Friends of St Mary's Parent and Teacher Association
Registered Charity Number 1036532

Minutes of the AGM held 28th September 2023 at 19:00 at St Mary's Catholic Primary School

Attendees:

Marge Jessop – Chair
Miranda McLean – Vice Chair
David O'Driscoll- Treasurer
Tim Gornall – Secretary
Anna Dixon – Committee Member
Anne Gordon
Daniel Milden
Salome Lebanaze
Ed Packard
Tawanda Mutenga
Peter Atoe
Moses Bosire
S I Johns
Victoria Leavett
Gavin Turner
Jo Berry - Headteacher

Ordinary business:

1. Apologies for absence –Naomi Gornall, Lucia (Verona) Smith – Committee Member, Claire Turner

2. Minutes of the AGM held 28th September 2022

These are available on the school website to view.

3. Any matters arising from the minutes of the meeting held on 28th September 2022

Chair asked that if there were any willing volunteers to help maintain the Willow Garden to let the committee know.

4. Chair's report for the year ending 31/07/23

See school website for full report. Chair is looking to handover the role as soon as possible and is actively looking for volunteers. Please get in touch as soon as possible if you know anyone.

Our main fundraising focus this year has been outdoor gym equipment. Mrs Berry to make pictures available to be included in next FOSM newsletter. Chair ran through the report in full highlighting key areas of fundraising activity. More seating in the Willow Garden has been funded, a sundial is still to be added. We hosted a reception coffee afternoon last September and open to suggestions re a reception coffee morning/afternoon this year. We are dialing back on the Christmas Fun Day this year as was organised as an alternative to the Christmas Fair during Covid. We also funded the Y6 leavers celebrations. We received 2 sets of match funding for Christmas fun day – we encourage anyone who works for a company that takes part in match funding to let us know as it really does help. School lottery continues to provide a steady income and we will promote it this year. All

donations for second hand uniform are gratefully received and we only charge for branded clothing now. A big thank you to all the volunteers we've had this year.

We will continue to promote some of our low-level fundraising activities such as Easy Fundraising, InkBin etc.

Christmas event is Weds 6 December 2023.

5. Treasurer's report for the year ending 31/08/23

See school website for full report. We have a total of £9,644.21 as of 31/08/23. The matter of paying for face-to-face activities electronically was discussed and various contactless providers were mentioned as options to explore as the use of cash becomes less frequent and people require more choice. Opportunity to explore what other PTAs do too.

A massive thank you to Lauren King for all her support this past year.

6. Appointment of an Independent Examiner of Accounts for the year ending 31/07/23

Anne Gordon described her role in this process.

7. Election of Officers and Trustees of the Committee - a) Chair b) Vice Chair c) Secretary d) Treasurer

a) Chair - Marge Jessop stood unopposed. She will continue in this role for one final year. Is actively seeking a replacement Chair as soon as possible.

b) Vice Chair- Miranda McLean stood unopposed. She will continue in this role for one more year.

c) Secretary- Tim Gornall stood unopposed. He will continue in this role for one more year.

d) Treasurer- David O'Driscoll stood unopposed. He will continue in this role for one more year.

We will update a who's who in the FOSM.

Special Business

8. PTA purpose for coming year and how we will run including fundraising plans

Purpose is to fundraise to support and enrich the children's education and facilities. Secondary function to develop relationships between parents, teachers and school community.

Mrs Berry to let us know her ideas.

We will aim to run a Christmas Fair, a school disco, Summer Fair and non-uniform dates (Fridays best)

If anyone wants to be added to our Whatsapp group to let us know.

(Non-uniform dates agreed after meeting: 8 December 2023; 22 March 2024; 12 July 2024)

9. School bids for funding for the coming year

Mrs Berry spoke about the idea of developing a forest school area near the pond- an opportunity for outdoor learning for all at the school. The Reception year teacher is Forest school trained, and she would teach each year in 2 groups, in curriculum hours across the school year. The FOSM would fund a supply teacher to cover her for that time, c.£3000. Further questions were raised by the FOSM re the extent to which the whole school and every class would benefit. Further discussions to be had.

Other opportunities: 30 keyboards for music lessons c.£1500; wireless mikes for the school as long as they were robust enough to withstand the demands of school! The importance of nurturing and supporting the children's mental health and wellbeing was mentioned. Mrs Berry mentioned the importance of getting more assistants ELSA (Emotional Literacy Support Assistants) trained to support the children with being outside and outdoor learning.

10. Confirm class reps, allocate tasks, agree approach going forward

Whatsapp groups to continue for each year group to relay messages from the Committee. Class reps confirmed as follows:

Reception – Kat Curry

Year 1 – Victoria Leavett (Sophie's mum)

Year 2 - Naomi Gornall (Anna's mum)

Year 3 - Anna Dixon (Grace's mum)

Year 4 - Lucia Verona (James' mum)

Year 5 - Marge Jessop (Hollie's mum)

Year 6 – Miranda McLean (Maisie's mum)

11. Any other business

Gavin Taylor said he was happy to help with the maintenance of the willow garden and the forest school.

Tim Gornall asked attendees to fill out the volunteer support form if they were able to offer any time and take some away for anyone that wasn't able to attend.

Many of the parents attending thanked the committee for their time and effort in running the PTA and organising the AGM.

Meeting closed 20:10.