



Romsey Abbey C of E Primary School – PTA & Friends AGM

Meeting Date: 20th October 2020 at 7.30pm

Meeting held via Zoom as to adhere with Social Distancing

Meeting presided over by Marianne Paddock (Current Chair) and John Barker (Current Vice Chair)

Minutes taken by Chloe Phillips-Luke

Attendees:

Marianne Paddock (MP)

John Barker (JB)

Kin Yau (KY)

Elizabeth Kennedy (EK)

Rachel Langley (RL)

Victoria Harris (VH)

Chloe Phillips-Luke (CPL)

Juliette Bowden (JBW)

David Auger (DA)

Joy Mekhof (JM)

Dawn Burnham (DB)

Laura Sadler (LS)

Simon White (SW)

Additional Attendees for Part Two of AGM held at 8.30pm

Jodie Hiscutt

Betony Bayliss

Approval of Previous Minutes

The PTA has officially become a PTFA (Parents, Teachers and Friends Association) to allow for more support from parents, carers, grandparents etc. This is set to improve the number of volunteers for future events as the need for DBS will not always be critical – volunteers can now ‘buddy-up’ with a cleared volunteer.

Agenda

| Item | Description | Action |
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| <p>Chairs Report</p> | <p>MP summarised her report. The main points raised:</p> <ul style="list-style-type: none"> • MP hopes to improve communications between ourselves teachers, parents and the children. We will be focusing on maximising our fundraising efforts and will promote that all monies go back into the school and benefit the pupils. • Covid-19 and the subsequent lockdown has scuppered most of our fundraising efforts this year. MP hopeful that we can start up events again soon, but our regular events will have to be adapted to adhere with current legislation. • Between September 2019 and March 2020, we held several fundraising events so, the year has not been a complete washout. Still able to rely on Christmas Card and Gift Orders to boost fundraising and will heavily promote Easy Fundraising site. • Continued to sell second-hand uniform at the request of parents but this has been completed in a Covid-safe manner (quarantining of clothes and social distancing) • Thanks to JB and CPL for donations to the school and RAPS PTFA. • PTFA has supported several events including Art Event at the Abbey, Light Party, Pantomime visit for Year R and the 2020 Leavers gifts. • PTFA to cover the cost of a new shed to store equipment – RAPS will cover ¾ costs so that all sheds match. Works to commence during x-mas holidays. • MP will be stepping down from the role of Chair after three years for health reasons. MP was extremely proud to have held the position. • MP thanked all parties involved with RAPS and the PTFA. <p>Chair's Report Attached.</p> | |
| <p>Treasurers Report</p> | <p>KY summarised his report. The main points raised:</p> <ul style="list-style-type: none"> • The PTFA incurred a loss for the first time as a result of the £5,000 payment to RAPS and being unable to hold the Summer Fete. We are grateful that we can assist the school in covering the cost of the school extension. • Majority of PTFA funds generated by Debbie D Discos and the Christmas Fair. • Thanks to all involved and those who have supported the PTFA. <p>Treasurers' Report Attached</p> | |

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| <p>Election of New Officers and Trustees of the Committee</p> | <p>The PTFA Committee for the upcoming year were elected as follows;</p> <p>Chair: John Barker – Proposed by MP and Seconded by CPL</p> <p>Vice Chair: Marianne Paddock – Proposed by JB and Seconded by KY</p> <p>Treasurer: Kin Yau – Proposed by EK and Seconded by RL</p> <p>Secretary: Chloe Phillips-Luke – Proposed by MP and Seconded by JB</p> <p>The position of Treasurer was the subject of in-depth discussion; JB proposed that MP should take the role after stepping down from Chair and CPL Seconded but this was contested by EK.</p> <p>KY discussed his desire to carry out the role until both of his children had left RAPS.</p> <p>JBW requested details of the constitution to rectify the situation as it met a stalemate. The constitution had been adhered to by MP and dates had been given for all members to reapply for their positions by or to apply for new roles. Became clear that there was some confusion over the need to reapply for positions, particularly by KY.</p> <p>JB and DA discussed the idea of MP taking the role of Vice Chair and retaining KY as Treasurer; This was made official and the positions were approved by all attending members.</p> | |
| <p>Class Representatives</p> | <p>The class representatives were confirmed by JB and CPL who had been advertising the positions across social media and discussing the roles with parents.</p> <p>Year R – Leigh-Anne Jackson and Laura Sadler</p> <p>Year One – Chloe Phillips-Luke</p> <p>Year Two – Victoria Harris and Jodie Hiscutt</p> <p>Year Three – Chloe Phillips-Luke</p> <p>Year Four – Elizabeth Kennedy</p> <p>Year Five – Paul Nicholson and David Auger</p> <p>Year Six – Leigh-Anne Jackson and Dawn Burnham</p> <p>Michelle Stone (Nee Bishop) would require confirmation of all class reps so that DBS checks could be arranged ASAP, ready for events starting up again.</p> <p>DBS Checks would have to be competed again for all existing members because of Covid-19 and the time away from RAPS.</p> <p>The need for Year Reps to be available for Parent Forum Meetings and for them to become a point of call for all parents in their year group was discussed by MP. The format of PFM's was highlighted.</p> | <p>DBS checks to be completed for all officers and year reps</p> |
| <p>A.O.B</p> | <p>LS brought the idea of Odd-Sock Day up and it was decided that the PTFA should request donations on this day. Further fundraising opportunities were discussed, including personalised tea towels, and mugs.</p> | <p>Review Covid legislation</p> |

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| | The possibility of a Christmas Fair was discussed; This would have to be scaled down and only class bubbles could attend at once. Covid guidance would have to be reviewed to ascertain the ability to do this. | |
| Next AGM | A provisional date of Tuesday 28 th September 2021 was put forward by MP. | |
| Next Meeting of PTFA & Class Reps | A provisional date of Tuesday 10 th November 2020 was put forward by MP. | |