

B-A-WB PTFA

Monday 20th September at The Falls Cafe.

Meet at 7 for coffee/cake/social

7:30 AGM, followed by normal meeting

Attendees: 12 (including 5 committee members)

Apologies: 17

Note, a paper copy of attendees names and those who sent apologies is kept by the secretary.

AGM agenda

1. Record attendees and apologies.
2. Adopt new committee who are elected for one year from today. Nominations must be proposed and seconded. Nominations are:
 - a. Officers
 - i. Petrina Booth, Chair, proposed by HD, seconded by DW
 - ii. Helen Dinsdale, Vice Chair, proposed by PB, seconded by HC
 - iii. Sam Spence/Helen Coppin, co-treasurers, proposed by BD, seconded by HD
 - iv. Beth Daley, Secretary, proposed by PB, seconded by LT
 - b. Additional members
 - i. Liz Tooley, Vice Secretary, proposed by BD seconded by GPS
3. Welcome and report from Chair.
 - a. It has of course been a really hard year with COVID, so fundraising was a bit more of a challenge than usual, but we still did well! The Christmas shop was a great idea and did well, the Christmas fair was off but back again this year! The raffle and quiz were good fundraisers.
 - b. There weren't many funded activities but what we did do helped to give the children an even more enjoyable return to school - for example, summer ice creams, funding the leavers trip.
 - c. We've done the best we could in difficult circumstances. Now, we can do more! This year's leavers group is large so we need to make sure we can do the same for them.
 - d. We're a fairly new committee as the BAWB PTFA, and we would like to welcome more new parents to join our meetings and activities. You don't have to sign up to do anything! The more that join the better, it's about becoming a community. We'd like to encourage new nursery parents too - that'll be a focus this year. As chair, that's what I would like to see happen this year - to get as many people involved as possible.
 - e. The committee changed a lot since the start of 2020 - we'd like to thank SB for his time as chair, DW as treasurer, and KR as vice-chair. We're grateful that KR will remain involved as liaison with the school. And thank you to SS/HC for stepping into the role of treasurer and HD for moving from

vice-treasurer to vice-chair! (Note from secretary: And also to PB for taking on chair!)

4. Financial report - from treasurers SS/HC

a. The balance is healthy. We have £4270 in the account - £350 up from year end last year.

b.

INCOME	AMOUNT	OUTGOING	AMOUNT
West Burton School Fund	660	Circus performance Askrigg	100
Quiz	400	Halloween treat bags	148
Easyfundraising	51	Christmas panto (note less than normal as it was online this year)	300
Christmas shop (net of purchasing stock)	162	Christmas books	200
Raffle (net of lottery licence)	535	Easter eggs	120
		Askrigg garden	51.60
		Year 6 leavers trip	470
		Ice lollies (note technically paid in next financial year)	28.25
		Parentkind fee	110
		Lottery licence	40
		Auditor thank you	5

5. Appoint an independent examiner.

a. The committee would like to thank CB for offering to take on this role once again.

6. Any other business.

a. None

7. AGM ends.

General Meeting

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Apologies: 17

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1. Record attendees and apologies.
2. Update bank account/charity commission from SS/HC
 - a. SS/HC are all set up with the ability to make payments with Barclays.
ACTION: HC to check on progress if BD also needs to be a signatory.
 - b. Charity Commission - name change to the new PTFA name is ongoing.
3. Funded events
 - a. Ice creams - £28.25 - has been reimbursed to KR
 - b. Yr 6 leavers trip ended up at £470, not £420
 - c. Askrigg garden ended up at £51.60, not £50
 - d. Any new funding requests?
 - i. No.
 - ii. ACTION: BD to remind KR/LW for next time
4. Fundraising activities
 - a. Summer raffle
 - i. Huge thank you to all who took part, particularly to AC for organising.
Final amount raised =£575.
 - ii. Feedback from meeting attendees: Everyone was very happy with the raffle. Printing the tickets was a good money-saver. Kids were enthusiastic about it
 - iii. ACTION: Need to send lottery statement back to council (BD and HC)
 - b. Treasure hunt - update from AG/SG
 - i. ACTION: No update has been received, BD to contact AG/SG
 - ii. Feedback from meeting attendees: Car treasure hunt/scavenger hunt could be really good fun for Easter or summer. Prizes could be vouchers from local businesses.
 - c. Halloween disco
 - i. Friday Oct 22 at The Falls, 5-6:30pm
 - ii. £1 per child - on the door - to cover cost of hotdogs/juice for each child
 - iii. Primary age younger siblings are welcome. The cafe will be open - parents to stay and be responsible for their children.
 - iv. There will be glosticks for sale (20p for 3) (thank you to CC for a donation of one box!) and bran tub (20p a go)
 - v. Helpers needed for
 - 2 x Door/tickets
 - 2 x Food - help serve
 - 1 x manage bran tub

1 x sell glo sticks

Decoration - setting up in afternoon of 22 Oct

Tidying up afterwards

- vi. ACTION: LT/NT to order hotdogs, buns, juice
- vii. ACTION: Investigate state of Halloween decorations, and stock levels of e.g. cups, napkins - BD/PB
- viii. ACTION: Design a poster - PB
- ix. ACTION: Shopping for bran tub contents, glo sticks and extra decorations - CT/ET
- x. ACTION: Float needed for door, 200 glo-sticks, bran tub - SS/HC
- xi. ACTION: Update for school website/PTFA Facebook group to call for volunteers - BD
- xii. ACTION: Set up a music playlist - HD

d. Christmas fair

- i. 27 November at Askrigg village hall
- ii. We have some confirmed stall holders already. Any other interested parties, please contact PB
- iii. We have the hall the previous evening to set up. We need a deputy organiser to assist on the morning to finish set up.
- iv. We will use the previous year's rotas to help organise this year - thank you to DW for archiving these!
- v. ACTION: Call for 4+ helpers to organise, preferably to come forward by 1 Oct and then organise their own meeting. BD

e. Easy fundraising

- i. BD offered to take over admin from DB - involves sending money on to treasurer periodically.
- ii. ACTION: Transfer admin - BD/DW

5. Any other business

- a. We would like to include a PTFA poster for BAWB prospectus/pack for new starters. ACTION: PB to speak to CH to liaise on content.
- b. ACTION: BD to make sure that info about Facebook group is on the BAWB PTFA webpage so that people can use it to keep up-to-date and communicate. Note: all info goes on the BAWB website first, FB used for reminders.

6. Regular meetings - third week of each half-term

- a. Tuesday 16th November - decide on venue - Falls at 7pm - thank you to LT/NT for hosting.
- b. Wednesday 19th January
- c. Thursday 17th March
- d. Monday 9th May
- e. Tuesday 21st June