



MINUTES

Hoole St Michael PTFA AGM Minutes

Monday 5th October 2020 7.30pm via zoom. Meeting called to order by Christine Rishton and Aimee Coulson.

In Attendance

Juliet Price
Christine Rishton
Aimee Coulson
Lisa Taylor
Sarah Cookson
Lorna Topping
Chloe Radcliffe
Lorna Element
Joanne Sutton

Apologies

Sarah Weldon
Zelda Miller
Jenny Tomlinson

Introductions and Welcoming new members

Christine started with introductions and welcomed everyone to the meeting. Apologies noted as above.

Update on FoHSM Committee changes

Information provided regarding the formally appointed PTFA members Helen Cooper and Kerian Hayes, who have both stepped down. Helen has offered her help for future events and wishes everyone on the new committee good luck.

New positions within the committee to be appointed during the AGM – Chair, Vice Chair, Treasurer and Secretary.

Looking ahead the new committee will need to establish and change the Trustees in order to complete the bank mandate. The details for the Charities Commission will need to be confirmed.

Balance and budget

The current balance is approx. £3000 according to the February 2020 bank statement.

The clothes bank has recently been emptied and raised a total of £60. The previous 2 collections both raised £50 each.

Dictionaries have been purchased for the year 6 leavers at a cost of £54.

What could the PTFA provide finance to for the up coming year? We discussed the possibility of sides for the outdoor provision. It is currently only being used for the younger children due to Covid-19 bubbles however, this may change at some point in the future. As the weather changes the outdoor provision could be used less without the sides.

The approximate cost of the sides is between £2000-£3000. Some concerns raised that this is a very large expense for the PTFA fund, considering the current balance.

In future, as the PTFA has previously done, donations towards school trips, coach travel, pantomimes and Father Christmas amongst other ideas, could be arranged.

Future events ideas

Several excellent ideas were raised and discussed, as shown below:

- Doughnut sales on the last day of term. Very successful last year and could be penciled in for the last day of October half term.
- Non-uniform days. Always a good way to raise money and let the children wear something fun.
- Virtual raffles could be tried out.
- Mother's Day – Christine and Aimee have a large stock of mini nail varnishes, nail files and other mini beauty gifts which could be used next year. Discussion will be needed nearer the time to confirm whether a lunch or afternoon tea is possible. Covid-19 rules depending.
- Father's Day – Similar situation to Mother's Day. Will need to be reviewed nearer the time.
- Christmas party, Easter and the Summer fair are all currently on hold for this year. It is not possible to hold any of these in school at the current time. It was noted that the parties often raise £300 per event through selling sweets, glo-sticks and tattoos.
- Cinema nights. Could these be held in separate class bubbles? PG film for Endeavour? Cinema nights have raised up to £500 in past events. It's a very successful event all round. Funds would be raised through ticket sales and combo boxes.
- Previously there has been a refreshments jar at the nativity, sports day and celebration assemblies. The refreshments box is stored in Kids Club.
- Tea towels.
- Christmas cards which could be personalised.
- Tuck shop.
- Pumpkin carving.
- Father Christmas hunt.

Small point was raised to update the school's website to reflect any new Committee changes.

Appointing new roles

The roles were offered out to everyone at the meeting. Volunteers put themselves forwards and the group voted to agree the following:

Chair – Aimee Coulson

Vice Chair – Not fulfilled during the AGM*

Treasurer – Christine Rishton

Secretary – Lisa Taylor

*Sarah Weldon was unable to attend the AGM but has since put her name forward to be Vice Chair. This was agreed with Aimee Coulson, Christine Rishton and Lisa Taylor.

Moving forward

Moving forward the new Committee will need to update the Charity Commission and change the Trustees in order to complete the bank mandate.

A meeting will be arranged to confirm upcoming events for this term. Hopefully the PTFA can arrange 2-3 events.

All members to be invited to attend a meeting for the new term in January 2021.

All members attending the AGM will be invited to join the PTFA Whatsapp group.

Next Meeting

January 2021 by zoom.

Motion to adjourn was made at 8.15pm and was passed unanimously.