

PTFA Annual General Meeting  
Date: Monday 4th October

Attendees: Vicki Boucher (Co-Chair), Vicki Crowther (Co-Chair), Vicki Parnell-Hilton (Treasurer), Charlotte Clavin (Secretary), Mrs Conway, Vicky Devenport (Volunteer), Jane Higgins (Volunteer)

VB - Welcome to all attendees, confirmed no apologies. Introduction of new committee and confirmation of roles (as per above).

VB - Chair report given. (Copy as separate document) Confirmed aims of PTFA for year 2021 / 2022 to align to safer ways of running events and raising school funds to meet Covid 19 requirements. Explained we aren't always able to provide info of what each event will be raise funds for as some requirements ongoing.  
Confirmed we will communicate following each event the funds raised and what intended spend will be.

VPH - Treasure report given (copy as separate document). Opening balance of 2020 /21 was £8962. Breakdown provided of how funds were raised and in turn how they have been spent:

- £175 Panto Online
- £110 PTA UK insurance
- £5,000 My happy mind (3 yr subscription)
- £450.50 Leaver / New starter gifts
- £23.99 Balloons.

Total Cost 2020/ 21 = £5,759.49.

Opening balance 2021/22 = £3254.07

Approved by independent accountant.  
Accounts passed by previous treasurer Lynda Moore.

PTFA accounts in transition of changing from business to a charity, which will allow for giftaid moving forward.

Confirmed PTFA met charitable objectives set by constitution as proven funds went back into school

VB - Event forecast for the year provided. Details given on halloween trail as that event is upcoming.

Agreed and explained that events this year will have a focus on requiring minimal volunteers as we are new committee and aim for this year is to increase number of volunteers.

Also need to focus on events that provide high ROI and high profit margin.

VB - Suggestion that kids could nominate a teacher for 20p per vote to participate in 'slime a teacher'. Mrs Conway to confirm.

Mrs Conway - Pumpkins growing in poly tunnel that we can use for halloween event.

Mrs Conway- Confirmed we can open Halloween event to kids outside of WGE

Mrs Conway - Confirmed anything posted on PTFA facebook page if shared can also be posted on WGE facebook page.

Mrs Conway- Requirement to ensure any sweets at events meet dietary requirements such as nut free / Halal/ Vegetarian / Vegan

CC - Suggestion of school lottery. VB agreed to consider

VPH - Suggested carboot sale. Mrs Conway was fine with his taking place in school grounds, however we need to look into any legal requirements and if license required.

VPH - To collect raffle donation from Morrisons Failsworth

#### Volunteers

Vicky Devenport & Jane Higgins confirmed as PTFA volunteers and have provided contact details & availability.

VD to arrange 'hook a spider' game for Halloween event.

VD to ask network to potentially hold tables at Xmas Fayre.