

AGM Meeting Minutes – 6th Oct 2025 (7pm)

1. Apologies for absence: Rosie Oates, Maz Carter, Megan Hawkins, Rav Garrett
2. Attendees: Catherine Hirst, Amy Knowles, Naomi Sky, Mr Neighbour, Mrs Thorne, Mrs Owen, Mrs Jordan, Emma Osbourne, Lauren Knott, Ken Bracken, Jo Hawthorne, Emma Ranson, Gemma Dunbar, Annika Sasmaz, Leo de Wolff, Daniel Pringle, James Jones, Alex Bardi, Georgie Richardson, Grace Park, Leanne Rhodes, Rachael Bullock, George Paraschoy
3. Catherine confirmed we have the correct Quorum to make this AGM & voting valid.
4. Catherine outlined the key points in the Chair's report:
 - a. Ran successful 14 events last academic year
 - b. But struggled for support towards end of year
 - c. Need to gain more support to continue having a PTFA moving forward.
5. Amy outlined the key points in the Treasurer's report:
 - a. Started year with very healthy budget
 - b. Raised £16.8k, but with costs etc this equated to £6.5k profit (NB: not all events are run to make profit, it's also about driving connections & communities).
 - c. We spent £9.4k on supporting school activities – with the Woodland being our biggest expense. And it's great to see it being used so widely within the curriculum for this year.
 - d. Finished the year with another healthy budget, which was intentional by Exec to ensure we had funds if the new headteacher had something they wanted support on early in the year.
6. Mr Neighbour stepped in to facilitate the vote. All old exec confirmed they had stood down. New Execs were voted in by consensus: Catherine Hirst – Chair, Naomi Sky – Treasurer, Amy Knowles – Secretary. No other roles were nominated for or voted on.
7. Catherine outlined the aims for PTFA in 2025/2026:
 - a. We are very mindful everyone is incredibly busy & it's hard to provide a lot of additional time supporting PTFA events.
 - b. With this in mind we will run scaled back activity plan focusing on core events to ensure they are well run, well attended & enjoyable:
 - Santa's Visit & Xmas Lunch Decorations – 18th December
 - Mother's Day Tea – 13th March
 - Summer Fayre – TBC 19th June
 - Sports Day Café – 25/26th June
 - End of School/Leavers Summer Disco – 15th July

- c. We welcome any other ideas, but we will be asking the person with the idea to do the organisation & execution of their idea – and to gather the required supporters needed.
 - d. Ongoing, without full community support we cannot continue to run a PTFA.
8. Discussion around plan for future spending – alignment on supporting Laptops for school, Sports Kits & Library improvements.
9. Open Feedback session with parents in attendance. A very good lively debate with the parents on elements they had heard & things they would like to propose.
 - a. Good discussion on how we make the PTFA fundraising & communications more visible. Few suggestions around 1. Asking Class Reps to play a more pivotal role, 2. Do video/Tik Tok messages, 3. Asking PTFA active members to be more vocal with their school network & bring them along to meetings etc.
 - b. Discussion around whether we can divide the PTFA events by Year/Class & this puts more onus on the class to help ensure the event is supported.
 - c. Discussion whether we could set up a type of 100Club to enable us to access more funding options. Catherine mentioned that ParentKind offer the ability to join a national Parent's lottery which can be a form of continual income managed externally. Whether this is something we consider joining & offering to parents will be discussed at the next meeting.
 - d. Agreement that it's easier to raise money for a specific cause – it might be given the Laptop cost is expensive we want to do a fundraising thermometer type idea for this?
 - e. To make parents feel more involved it was suggested if we could set up a 'suggestions' type document.
 - f. Was a lot of support for running a social parent's event & discussion around whether we could run another type of Quiz night – PTFA Exec agreed to this as long as we had people to organise & execute the event.
 - g. Discussion around EasyFunding – how this can give us free money & we still don't have many people signed up. Again, could we push this through word of mouth at school gates, or through Class Reps.
10. Amy then concluded the meeting by thanking everyone for attending, thanking Mrs Thorne for her ongoing support, and reminding everyone that PTFA meets once a term. Next meeting will be Mid November – and will run a Teams session in the hope it will be more widely attended. We will continue to monitor how we run these & see which format seems to be the most popular for Parents.