

Minutes of the CCA PTA AGM

Thursday 20th September 2017 at 5pm

Attending: M Colclough (Chair), G Coulson, D Fares, V Leigh, L Nicholson-Ward, E Rutherford, D Stangroom, S Taylor, A Wright, C Wright (Head), K Wyatt

1. Apologies for Absence: K Carney, W Holdcroft, E Tyler

2. Minutes of the Last AGM

The Minutes of the AGM held on 20th September 2017 were approved as a true record.

3. Elections

- **Chair:** Maxine Colclough was unanimously elected as Chair.
- **Vice Chair:** Anna Wright and Kim Wyatt were unanimously elected to share the role of Vice Chair.
- **Treasurer:** Karen Carney was unanimously elected as Treasurer, subject to her agreement.
- **Secretary:** Victoria Leigh was unanimously elected as Secretary.

4. Reports

CW thanked MC and the PTA for all their work and support at events over the past year and looked forward to the year ahead.

The Treasurer's report will be circulated separately.

5. Matters Arising

There were a number of requests for funding, as follows:-

Request	Amount
i. School Council Badges – Jess and Ella in Yr 6 wrote on behalf of School Council to ask if 18 enamel badges printed with 'School Council' @ £2.99 each could be purchased for Council communications team members in order to make it easier for other pupils to recognise Council members and ask questions. AW kindly offered to type a letter to the girls to say yes on behalf of the PTA.	£53.82
ii. Worship Leader Badges – LN-W requested 2 enamel 'Worship Leader' badges for each form to raise the profile of the role and make the children more visible.	£63.54
iii. Visiting Faith Speakers – To enable pupils to find out about different faiths and to comply with SIAMS requirements, LN-W would like to book visiting speakers through Entrust for a 2-day event for Year 5 focusing on Christianity (day 1) and Islam (day 2). The quoted cost is £540 but this includes VAT which the school does not need to pay. CW suggested that the school raise a purchase order for the amount which will solve	£450.00

the issue of VAT and enable the school to purchase through approved suppliers. The PTA can then provide a cheque prior to payment being made.

iv. Library Reading and Coffee Morning – On behalf of K Brough, ER requested refreshments for parents/carers/grandparents coming into school to participate in a new shared reading initiative for both KS2 and KS3. Providing hot drinks and biscuits will encourage people to stay and enjoy the session.

v. Welfare Drop-in – DS similarly requested refreshments for a new welfare programme to encourage parents/carers to drop-in and discuss issues that they are interested in/concerned about.

It was agreed that a stock of tea, coffee and biscuits would be paid for by the PTA for the two above groups to use. **£tbc**

vi. Lego League Tournament – To support the broader school curriculum and enable Yrs 7 and 8 to participate in the national First Lego League tournament, GC requested the purchase of a second Lego Education set (one has already been purchased) for £357. These would be used for the competition and for Code Club. GC confirmed that the kits won't date so future years will also be able to use them. **£357.00**

vii. French Theatre Group – ST reported on the success of this last year and asked for funding to book the group again for this year's Yr 5. The play will have a space theme and ST will build a space module into the Yr 5 curriculum. This is the only opportunity pupils have to listen to native French speakers until the Yr 8 French Trip. The cost is £480 including VAT so the school would raise a purchase order and buy through approved suppliers if the PTA could provide a cheque in advance. **£400.00**

viii. iPad Airs for Art – The Art Dept currently has one iPad Air which has to be shared by all the children in a class. DF would like to have four – one for each table in the Art room, each with a coloured case to match the class table colours. DF will purchase one out of the Art Dept budget but asked the PTA if they would fund the remaining two at a cost of £560 to include the cases. **£560.00**

ix. Footballs, Netballs and Litter-pickers – ER requested £160 to purchase footballs and netballs for the playground and sports activities. Also, new litter-pickers are needed so ER asked if another 15 could be purchased at £11.99 each. **£340.00**

x. Sensory Garden – DS updated the group on her plan to redevelop the school's sensory garden. She plans to apply for grants to do this but, if this isn't possible, she may wish to apply to the PTA for funding later in the year.

TOTAL: £2224.36
+ cost of stocking tea/coffee/milk/biscuits

It was agreed in principle to accept all requests, subject to (i) to a letter detailing the request being provided to the PTA for the file and (ii) to the Treasurer reviewing the accounts to ensure that sufficient funds are available.

6. Fundraising Plans

- Discos – it was noted that Mr Hammond will be on paternity leave but has kindly agreed to DJ the Christmas Disco.
- Movie Nights – ER suggested that these could be a good replacement while discos aren't possible. They could run on Thursdays from 3.30-5pm and the PTA will look into what license(s) might be needed to do these.
- Non-uniform days – there will be a non-uniform day to raise money for a defibrillator this term and a non-uniform day to raise school funds next term. The dates are tbc.
- Stone Rocks – it was agreed that combining the Spring Fair with Stone Rocks had worked well and should be done again this year. It was agreed that, if possible, Yr 4 parents could also be invited to benefit from the 2nd hand uniform stall.

7. Any Other Business

- CW will arrange for PTA@cca.staffs.sch.uk to be set up as a new email address for the PTA.
- GC offered to set up a PTA page on the CCA website and AW will draft some copy for this and/or for a PTA newsletter. MC suggested that this could also remind parents that 2nd hand uniform is available for a donation – just contact a member of the PTA and/or use the PTA email.

8. Date of Next Meeting

To be confirmed.