



# Hollybrook Infant School Association

**AGM: Monday 3rd October 2016**

## **Minutes**

### **Summary**

- Profit to August was £4,878.40. The Treasurer presented the school a cheque for £4,500.
- All persons attending the meeting voted to form a joint PTA.
- Class reps appointed for most classes.
- Other items discussed: Christmas Fayre, discos, non-uniform days, easyfundraising, cooking reps

### **Welcome by the Chair**

### **Members present**

The meeting was quorate with 21 members attending. See below for names of attendees.

### **Apologies**

Kat Jeffery, Jane Wood

### **Minutes of the last meeting**

It was assumed these were a correct record as no queries were made after circulation of the minutes following the last AGM.

### **Matters arising**

It was assumed these were dealt with as per above.

### **Report from Treasurer**

- Lisa Waghorne presented the accounts to the meeting. These are available to view on request.
- The profit for the year 2015/16 ending 31 August 2016 was £4,878.40.
- The discos this financial year were very successful.
- The profit from the 2015 Christmas fayre contributed £1,466 to the overall PTA profits; this is also the most profitable event in the year.
- The summer fayre was also a great success raising £1,301. It is suggested that the summer fayre continue to be held on a Friday after school, as this time slot seemed more successful than the previous Saturday slots.
- A significant contribution to this year's profit was from the sponsored sports event.
- The cakes sales this year generated £377.30 profit.
- Based on the reserves carried for figure of £6,198.35 the Treasurer presented the school a cheque for £4,500.

### **Report from Mrs. Clifford**

- Thanked the PTA for their continuing hard work, with a special thank you to the Chair, Lisa Richardson.

- The profits from last year allowed the children to benefit from new 'Learning Pads' in their classrooms.
- Would like to propose the use of any future profits made. Suggested contributions for a Stage area in the KS1 playground.

### **Special Business: Expansion of Hollybrook Infant School Association to include Hollybrook Junior School**

- It was proposed that as there is support from the junior school for a joint PTA, the infant PTA (Hollybrook Infant School Association) should vote to become a joint PTA.
- All persons attending the meeting and eligible to vote voted to form a joint PTA. The motion was carried.
- Lisa Richardson stepped down as Chair of Hollybrook Infant School Association.
- Lisa Richardson was unanimously voted in as the Chair of the new joint PTA of Hollybrook Infant and Junior Schools (Hollybrook Schools Association).
- Votes were unanimous in appointing:
  - Sarah Bomber as Vice Chair for Infant issues
  - Lisa Waghorne as Treasurer
  - Hannah Waghorne and Lucy Waghorne as Vice Treasurers
  - Ruth Hollyoake as Junior Chair
  - Anna Babington as Junior Vice Chair
- It was suggested that the Secretary (Kat Jeffery) remain and that she and the Committee be tasked with sorting out the name change with the Charity Commission and with drafting a new Governing Document, and that after the Governing Document has been publicised, if no objections are raised within 30 days, it is assumed to have been accepted.

### **Any Other Business**

***Class representatives*** were appointed as following:

- Hedgehogs - Jenny Devine and Sian Ahraoui
  - Foxes - Kat Jeffery and Mary Torrens
  - Squirrels - Fran White and Jo Brown
  - Rabbits - Susan and John Leaver and Maria Borisova
  - Owls - Sarah Bomber [Anna Babington if no other volunteers]
  - Badgers - TBC
- A request for volunteers for class representatives for Owls and Badgers will be printed in the PTA newsletter.

### ***Infant Christmas Fayre***

- We need to discuss the Christmas Fayre - date of meeting to be confirmed for before half term. It was agreed this would be an evening meeting.
- We need to find raffle prizes as soon as possible so that the raffle tickets can be printed. It was suggested that calls, emails and visits to businesses would be more cost effective than posting letters. Stamps were an expensive outlay last year.
- Companies sponsoring specific games at last year's fayre was profitable. This seems a sensible option for this year's fayre. Antonia volunteered to call companies to ask for £10 sponsorship or a prize donation in return for an advertisement on the game table and in the PTA newsletter.

### ***'Easy Fundraising'***

- We have been signed up for 'Easy Fundraising' since last year, but so far this hasn't been utilised. We need an Easy Fundraising representative to compose a letter to the parents explaining how it works, how profit is gained for the school and to maintain the account.

### ***School discos***

- The School discos will now be on the same day and both in the Junior school hall. The Junior disco subsequent to the Infant disco. The Summer Disco is booked. It has been confirmed there will be no Christmas Disco because of a full calendar of events already planned prior to the Christmas holidays.
- An Easter Disco has been suggested instead. Possible dates are being discussed with the DJ.

### ***Non-uniform days***

- Two non uniform days were decided. November 4<sup>th</sup> for the collection of bottle donations for the tombola and November 25<sup>th</sup> for cake donations for the Christmas Fayre later that day.

### ***Cooking reps***

- Sarah Bomber and Frances White will be the new cooking representatives. They are meeting with Mrs Clifford to discuss suitable recipes on Oct 20<sup>th</sup>. It is expected that cookery sessions can then start after the half term holidays, once cooking volunteers have been found.

### **Date of next meeting**

TBC - expected to be an evening meeting before the half term holiday.

### **Attendance at P.T.A A.G.M 03/10/16**

Lisa Richardson  
Sarah Bomber  
Ruth Hollyoake  
Anna Babington  
Lisa Waghorne  
Aimee Ryles  
Antonia Murphy  
Lucy Eyles  
Maria Borisova  
Clare Clifford  
Tim Whitton ( for Annette Dalrymple)  
Claire Waghorne  
Sian Ahraoui  
Mary Torrens  
Bree Enemark  
Shalini Rajeer  
Jaira Rickman  
Jenny Devine  
Frances White  
Susan Leaver  
Katie Prieto  
Hannah Waghorne