

GENERAL ANNUAL MEETING MINUTES JULY 2022

Held at	The Garden room at The Dolphin, 113 Bartholomew Street, Newbury at 6:00pm 7 th of July.
Meeting was called to order by	Nicole Keech
Apologies	Yasmin, (Sonia *apologies sent after the event)
Present	Nicole Keech, Poppy St John-Mosse, Ian Allen, Laura Miller, Elizabeth Stroud, Clare Clarke, Joanne Allen (7)
Attendees	Mark, Serraphina, Simon, Abha, Sachin, Andrew, Graham, Josh, Nicky, Joanne T. (10)

AGENDA:

Presentation	What is a PTFA and what is it needed for, introduction of Parentkind Constitution.
Constitution	Unanimous vote to adopt the Parentkind constitution.
Committee elections	All members were voted in unanimously at he start of the event by using ballot papers.

Nicole Francesca Keech	Chair	Parent
Laura Kaarina Miller	Secretary	Parent
Ian Robert Allen	Treasurer	Parent
Clare Clarke	General committee member	Parent
Poppy St John-Mosse	General committee member	Parent
Joanne Allen	General committee member	Parent
Elizabeth Stroud	General committee member	Teacher

Signing the Constitution Nicole Francesca Keech (chair) and Laura Kaarina Miller (secretary).

Bank account	We decided to open an account in Metro bank. Signatories will be Nicole Francesca Keech, Ian Robert Allen, Laura Kaarina Miller. One to sign which could be any of the signatories.
Charity status	The committee has agreed to register the PTFA with Charity Commissions. Laura Kaarina Miller will do the registration.
Parentkind key contact	It was decided that Laura Miller will be the key contact for the Parentkind charity.
Communications	It was agreed with the Headteacher Serraphina Robinson that all PTFA communications to parents will be sent through the school.
Meetings	Committee meetings are held at least once a month.

FUTURE COMMITTEE ACTIONS

PTFA website	Hannah Butcher will create a website for the PTFA where our policy documents, information about events, fundraising and useful links can be found.
Facebook page	We will create a Facebook page where people can find out about current events, and promote them.
Notice board	It was agreed after Graham's suggestion to have a physical notice board at school. Nicole will talk to school about the location. We will also have a digital notice board at the website.

FUTURE ACTIONS FOR THE SCHOOL

Decision making	The PTFA will work together with the school to make decisions about school equipment and a climbing frame etc. It was suggested that children's opinions and ideas would be heard regarding what they would like to see in the playground.
Play equipment	Serraphina (HT) will make an announcement in the coming days regarding play equipment. Elizabeth Stroud (T)(GCM) and Serraphina Robinson (HT) will make a list about what play equipment the children would like to see at school.
Books	Acquiring of more books covered in the presentation.
Academic equipment	The teachers will make a list of equipment that would enhance the learning experience.

FUTURE EVENTS

- July school disco** The committee has decided to organise an end-of-year school disco on the 15th of July, based on a previous informal survey. It is children only, tickets £6 per child (including DJ, a snack and a drink). Cake sale at pickup, proceedings go to PTFA bank account.
- Halloween school disco** We decided to hold a Halloween school disco in October 2022.
- Other proposals** Joanne Allen proposed a cheese & wine event for autumn. The idea is to get to know other parents and get a community feel. This is under consideration.

OTHER MATTERS

- School crossing** Parents have agreed to all sign a letter stating the issues involving the school crossing at A339/Highwood Copse Way.

NEXT MEETING

At the Dolphin, Wednesday 20th of July.

At the meeting we will sign the Parentkind policies. We will also see if there is any other matters that needs to be done before Autumn term starts.

Approved and signed by the Chair

Date:

Name:

Signature:

Approved and signed by Committee member

Date:

Name:

Signature:

(T) Teacher

(P) Parent

(HT) Head teacher

(GCM) General committee member