

## **PTA Minutes – EBS PTA AGM 17<sup>th</sup> October 2017**

### **Present**

Mr N.Christou, Miss L Swaine, Stuart Gates, Elena Trankarova, Tess Bush, Sean Sweeney, Fleur Smith, Rosemary Lawson, Kathryn Salmon, John Ireton

### **Apologies**

Stephanie Hughes, Jackie Simpkins, Jakesh Mahoy, Mario Clevoulou

### **Welcome**

SG welcomed everybody to the AGM and explained the format of the evening.

### **AGM Minutes from last year - 19<sup>th</sup> October 2016**

These were approved by ET and SS. There were no matters arising.

### **Chair's Report and Financial Statement – School Year 2016/2017**

SG read out that included a financial statement for the last school year.

A vote of thanks was proposed by Mr Christou for the PTA team for all their hard work.

The Minibus fundraising total of £15,000 which has been the main appeal item is nearly complete and with the recent funds raised and the forthcoming Christmas event planned we should reach the finishing line. Mr Christou congratulated the team for their fundraising efforts.

### **Election of Officials**

There were not any additional names to consider. The present elected officials put themselves forward for re-election for the next school year. SG outlined his wish to stand down as Chair next October to encourage new members to come forward- See Chair's report attached.

Chair – Stuart Gates – Proposed by SS, seconded KS

Vice Chair – Elena Trankarova – Proposed by SG, seconded by SS

Treasurer- Tess Bush – Proposed by ET, seconded by KS

Secretary – Nobody has "stepped up" and we will continue to advertise as group believe we need four elected officials Until the SS suggested School Liaison team would undertake task with volunteers on an ad hoc basis.

The communication side of the role needs a review, process, lists etc and will need a review before next meeting - Action SG/ET

Trustees – Mr N.Christou, Nick Mottershead and Stuart Gates re-elected for the next 12 months (more names can be added if needed to ensure a planned handover) SG

### **Pastoral Evening Y7- 2<sup>nd</sup> November- 5pm – 7pm**

PTA presence to recruit new members. Need some easy forms to fill, 250 Club, volunteers for Christmas e.g. are you free on 5<sup>th</sup> Dec as well – Action SG/ET/SH1/All

Forms, posters to be created SG/ET/TB/SH1

Gift Aid Forms - TB

Volunteers so far SG, ET, TB,SS, KS, others please, names to pta@

### **Signing up to PTA communications**

For further review, how to start process – SG/ET/SH1

### **Social Media**

KS to speak to DK, would be good to have something to highlight by 2<sup>nd</sup> Nov – Action KS

### **Christmas Event - 5<sup>th</sup> Dec 2017**

More detail needed please – SS

Set up after school – Volunteers needed from say 4pm – Volunteers to pta@

Shopping list to be compiled – SG/ET

No raffle at this event, awkward to administer.

No Match Funding at this event at this stage - SG

Total raised last year event raised £1600

TPS Boards -ET to contact, recruitment needed again via EBS News @£10 a board – Action ET/SH1

Possible poster to be created on 2<sup>nd</sup> Nov - SG

PTA run Bar, Mulled Wine, Soft Drinks

Ten applied for SG/SH

Food - Sausages, Burgers, Veggie options, as Summer BBQ, precooking essential, outside- JI/SS/SH1

Houses activities- SS to find out what is planned.

PTA to fill in gaps such as Tea & Coffee, Hot Chocolate, Mince pies – SG/SS/SH1

Check Sundries, cups for mulled wine, napkins, condiments, - SG

Reindeer's cut-outs – SS to contact Mrs Chandler – possibly smaller ones – Action SS

**Not discussed -Any entry donation for say a local cause-TBC**

Floats will be needed - TB

Outside companies to be contacted, suggested donation of £20 in advance – Action ET/TB  
Layout/Decoration to be confirmed, e.g. Glitter ball - SS

***Little Shop of Horrors - performance***

SS to find out more on dates and what would be required.

3 consecutive nights and a matinee has been spoken of.

TEN limitations – A TEN can last up to 7 days in a single application and counts as a single application within a calendar year – Apply when details known - SG/SHI

**Spring Quiz Friday 16<sup>th</sup> March – Date pencilled in**

Proposal to combine with a Disco afterwards, timings to be reviewed.

Jason Killip has kindly agreed to be Quizmaster.

More details to follow, poster, TEN, hours, Disco detail! – SG/SS

Match funding details to be firmed up – SG/TB

**May Quiz – Proposed Date – Friday 11<sup>th</sup> May**

Suggested working title of May Madness, Quizmaster Sean Sweeney

Details to be discussed at a future meeting

**Summer BBQ and Music Festival 18 – Proposed date - Friday 22<sup>nd</sup> June**

Only one World Cup Match scheduled – Lunchtime Kick off.

Activities SG to investigate what we could have e.g. Bucking Bronco, other items

**250 Club – New name EBS PTA Lottery**

Artwork to be finalised. Maybe have two versions, quick fix for 2<sup>nd</sup> November and longer term once Parent pay process started – Action SG

Process, forms, promotion to be finalised soonest – TB/SH1/KS/ET

**Christmas Social/Meeting – Friday 12<sup>th</sup> January POW**

**Funding requests**

Nothing presented but still unclear if monies reserved for cycle repairs still needed

**Match Funding**

We have in place but needs to be monitored and any new opportunities evaluated – SG/TB

**AOB** Nothing was raised.

**Date of next Meeting** Wednesday 15<sup>th</sup> November – 730pm, School Library

Minutes prepared by S Gates