

## Histon & Impington Junior School PTA

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### AGM

Monday 10th October 2016, 7.30pm

### Minutes

#### Present

Donna Willimott, Kate Jakubowska, Vicky Meadows, Bridget Cusack, Jane Wood, Moraig Goodwin, Alli Bentley, Maxine Searle, Kate Ellis, Natasha Richardson, Coleen Ellis, Anna Burman, Lesley Birch, Helen Lorimer, Janet Jenkins.

#### Apologies

Isabel Tingay

#### Officers and people of the PTA

It was agreed to re-appoint Donna as Chair (nominated by Kate E and seconded by Bridget) and Kate J as Secretary (nominated by Maxine and seconded by Coleen). No-one showed an interest in becoming Vice-Chair.

Mel Huggins and Amanda Borrill had left their posts after making a huge contribution to the PTA. Vicky had received a hand-over from Mel and would take over the post of Treasurer (nominated by Donna and seconded by Natasha).

2015/16 Year 6 parents had left, including Julie Webb who had given much support to the PTA.

We would continue to have 2 representatives from each class. Years 4 and 5 had the required people but years 3 and 6 needed more. **Action: Donna to email Years 3 and 6 (classes MS and IH) about representatives.** Several people from Year 3 had indicated that they would be willing to get involved.

Isabel Tingay was willing to act as liaison with the Infant School PTA and would check for clashes of diary dates. **Action: Isabel to let us know date of Infant Christmas Fair.**

#### Treasurer's Report for year ended 31st August 2016

Fundraising income this year was £12,424.69 (an increase on last year of £4,629.72).

Expenditure was £6,967.43 (an increase of £4,767.62 on last year).

A profit of £5,457.26 was made. The bank account balance was £20,920.67.

### **Chair's Report (2015/16)**

Donna reported on a good year of fundraising where the emphasis had been on making improvements to and modernising the PTA. The website had been well received and online payment was being tried.

The PTA felt that online payment was a good idea but people should still have the option to pay by cash. Vicky thought there might be some issues with using Paypal with the Cambridge Building Society. **Action: Mrs Birch to ask the finance department to advise the PTA on finding the best bank account.**

Meeting dates for the year were circulated.

The AGM was closed. Thanks were given to Donna, Amanda and Mel for a successful year. Mrs Lorimer thanked the PTA for their willingness to make things happen for the school and Donna thanked the school for its support.

### **Non-AGM Business**

#### **Planned spending**

Mrs Lorimer outlined a request for Clever Touch Boards. The current Smart Boards were getting outdated and costly to maintain/replace. The new boards offered more advanced technology and were more interactive, having ten points of contact. They had been installed at Hatton Park and the school had had one on trial and teachers were impressed.

It was proposed that the PTA fund the purchase of four boards (three for Year 5 and one roaming) with the aim of purchasing them for the whole school in the future. The boards could be transferred to any new school development (anticipated in around three year's time).

Alli suggested that we could have an event to show the boards to parents to launch a fundraising campaign, including a direct request for donations. We might also be able to apply for charity funding.

It was anticipated that the four boards would cost around £12,000. It was agreed that the PTA would pay for them but keep at least £5000 in the bank. **Action: Mrs Lorimer to negotiate the best price and inform the PTA.**

A subscription to Sumdog was being paid for by the PTA.

The school had identified a need for better scooter storage. **Action: Mrs Lorimer to circulate pictures of Scooter Pods being used at Hatton Park. Kate E to ask Steve Gill about building a scooter rack/shed.**

The school Council had been asked what play equipment the children would like.

A need for better library units had been identified, to help instil reading for pleasure. Alli had already provided the school with information about some book shelves. **Action: Mr Winstanley to let the PTA know what was required.**

Two outdoor maps had been purchased and were being well used in Year 3 and 4. The school would like to buy three more for £1000.(These were portable and could be taken to a new school). This was agreed.

The provision of books was discussed. Jane suggested that parents could donate new books with a sticker inside saying that they were donated by their child.

Newspaper/magazine subscriptions were discussed. It was suggested that parents might like to donate copies that had been read at home. **Action: Anna and Coleen to start a scheme.**

### **Events**

Discos and cake sales had been organised. Further events would be discussed at the next meeting.

Kate E was organising Christmas Cards. Ordering would be done online this year. **Action: Kate to liaise with Mrs Lorimer over getting the cards made.**

Fruit tuck shop was going well with Les Ward delivering the fruit and people signing up to help.

Chris Meadows would continue to organise film nights and booking would be available online.

Jane would deal with school uniform orders. The possibility of having a shed to store second hand uniform on a rail which could be easily brought out to make sales was discussed. **Action: Donna and Jane to discuss the space that the PTA required.**

IVC fireworks would take place on 5th November. A doodle poll had been set up for people to help with selling refreshments.

**Date of next meeting - Monday 7th November at 7.30pm.**

Post-meeting note - Alli Bentley and Bridge Cusack to be added as signatories on the bank account.