**Date:** Tuesday 27th September 2022

**Time:** 6:30pm – 8:00pm

**Venue:** Tudor Grange Academy Primary Perdiswell, Bilford Road, Worcester, WR3 8QA

**Attendees:** Jenna White, Esther Kerkhoven, Lorna Napier, Rosie Evans, Charmain Dinumzio, Rachel Hughes

**Apologies:** Gemma Guscott

**Meeting Notes**

AP = Action point from this agenda item, please refer to summary table below for more details.

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| 1 | **Apologies**  Gemma Guscott |  |
| 2 | **Minutes of AGM held on 2/11/21**  The minutes from 2/11/21 AGM meeting were read aloud |  |
| 3 | **Matters arising from the minutes**  None |  |
| 4 | **Chairs Report for 2021/22 by Jenna White**  **2021/2022**  We started off the academic year with Covid still looming over us and the knowledge that we would be restricted with what we could achieve, at least in the Autumn term, and possibly further into the year. With that in mind, our first focus was on launching our new Facebook and Instagram pages, in line with the new academy name. To help promote these social media channels, and have a bit of socially distanced fun, we created our Perdiswell Pumpkins campaign, which saw families share pictures of their pumpkins in the build up to Halloween. Both pages have seen increased engagement throughout the year and thanks goes to Gemma for helping us with that in the early stages.  Thanks to Esther’s hard work, we were still able to offer Christmas cards in the Autumn term. As an extra fundraiser we also offered advent candles to count down to Christmas and our Christmas wreaths made a comeback. Thanks to Lizzy, Lorna and Rosie for all their hard work with this.  In early December, we were able to hold an outdoor Christmas event, the Santa Run. This was a first for Perdiswell PTA and It was lovely to bring back a sense of community after the lockdowns. The sale of Santa hats and second-hand jumpers were also really popular. This was a fantastic event that received some lovely feedback from families. Thanks goes to Mr Grange for all his support with the set up.  We also ran our usual Christmas raffle but, following the success of the previous summer’s ‘Rainbow Raffle’, we decided to continue with the hamper theme.  With Covid still around, we could not offer our usual Santa’s Grotto. Instead, it was decided that Santa would make a brief, socially distanced, visit to each classroom and provide each child with a gift. Thanks to Ed for getting on board with this. This year the gifts were chocolate Santas and vegan sweet tubes.  Moving into the spring term, we held a book sale to celebrate World Book Day. This year we decided to ask for donations for a pre-loved sale. This was once again well supported and left-over books were donated to school or other charities.  We also offered Mother’s Day presents. This year a parent from The Jungle Club Plant Shop kindly donated beautiful plants. This meant that all proceeds went directly to the PTA.  At the end of the spring term, we held another brand-new event for the PTA; the Easter Picnic. This was held on a Saturday and saw families gather, with picnics brought from home, to take part in easter themed games, a bonnet parade and an easter egg trail. This event also received lots of positive feedback, with families saying how nice it was to be able to spend time with friends and get to know new people. It was praised for being more relaxed than many of our previous events.  We started off the summer term by offering Perdiswell Pizza kits in collaboration with local Italian family restaurant Feli’s.  We were then really excited to be able to hold our first school disco since the pandemic.  Unsurprisingly, this was extremely popular and was the most successful disco to date, raising over £1000 and completely selling out of tuck! Many new helpers also stepped up to run stalls and offer support on the night.  This year for Father’s Day gifts we offered sweet boxes which went down well.  We then ended the year with a fantastic Jubilee themed Summer fair. With tombola, games, competitions,, inflatables, swings, ice cream vans, refreshments and performances we were back to pre-pandemic events!  Our summer jubilee hamper raffle was also very well supported with some fantastic donations, and much like the Christmas raffle, raised a very good amount.  We also managed to squeeze in some Freeze Pop Friday sales to take advantage of the glorious summer weather.  Due to the change in uniform, and therefore our lack in stock of preloved uniform, we were unable to hold any uniform sales throughout the year. This is something we look to address in the new academic year.  All in all, and considering the challenges we faced, the 2021/22 academic year proved to be very successful for Perdiswell PTA. I am proud of the team and what we achieved, thinking outside of the box to overcome obstacles and put on some new and exciting events and raise a good amount of money to support the school. |  |
| 5 | **Treasurers Report for 2020/21 by Lorna Napier**  **2021/2022**  Opening combined balance £6,483.94  Fundraising activity income  Uniform - £71,  Cash back donations - £196.31,  Ice pop sales - £98.65,  Xmas cards £388.16, Santa fun run - £475.18, Xmas raffle - £1,034.50,  Worcester Lottery - £248.80,  Book sale - £118.10,  Mother’s Day - £259.16,  Father’s Day/pizzas - £246.81, Pizza kits - £-128.30,  Easter picnic - £195.91,  Disco - £1,042.67,  Summer raffle - £777.60, Summer fair - £795.34,  Repayment for u delivered goods £300  Misc. - £-300.67  Total - £5,819.22  Expenditures  Running costs - £20  Santa presents - £510.72  Y6 leavers party 2021 - £100/ Y6 leavers party 2022 - £100  Donations to School - Donation towards Forest school £416.76  Book bags £252.50  Leavers books £403.80  Total – 1803.78  Closing combined balance £10,499.38 |  |
| 6 | **Appointment of Independent Examiner of Accounts**  To be arranged. Local Accountancy firms have been approached to see if they can offer support but were too high. Will approach more companies. | AP1 |
| 7 | **Election of officers and Trustees of the Committee**  Chair – Jenna White - 1st nomination Esther Kerkhoven, 2nd nomination Lorna Napier  Treasurer – Lorna Napier - 1st nomination Jenna White, 2nd nomination Rosie Evans  Secretary – Rosie Evans - 1st nomination Jenna White, 2nd nomination Lorna Napier  Ordinary Committee members -  Esther Kerkhoven - 1st nomination Lorna Napier, 2nd nomination Jenna White  Gemma Guscott – 1st nomination Rosie Evans, 2nd nomination Esther Kerkhoven |  |
| 8 | **Other items**  PTA name  As Perdiswell Primary has joined the Tudor Grange academy we discussed changing our name. It was raised we may have to change to a ‘friends of’ due to number of PTA members and people able to help. We will se how this year goes and make a decision at the end of the year.  PTA Logo  Use the one created by Shelly, up-date all online logos. | AP2 |
| 9 | **Other business**  Events planned for Autumn term 2021  Christmas Cards  Christmas Advent candles  Christmas Jumper sale  Uniform sale  Disco  Santa Fun Run  PTA Recruitment  The PTA would like to recruit more parent helpers. Due the pandemic and home-schooling there have been very limited opportunities for the PTA to speak to parents and showcase what the PTA is all about although 2021/2022 returned more to normality numbers are still low.  Dates for the diary  Sort uniform - Friday 7th of October 1 pm till 3 pm  Make sweet bags for disco - Tuesday 11th of October 5 pm till 7 pm  Santa fun run Friday 2nd of December 3.15 pm onwards  Bringing tombola donations – Monday 28th of November  Make up hampers - Thursday 8th of December 5 pm till 7 pm  Christmas gifts  Small gift for each child from Santa, Santa to visit each classroom again.  Parent presents – a small gift to be made in class and sent home. | AP3 |

Actions

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| AP | Action | Due Date | By |
| 1 | Contact local accountants to audit the PTA accounts | ASAP | Jenna |
| 2 | To change the logo on our website, Facebook etc | ASAP | Esther |
| 3 | Buy Santa and parent gifts | By 31/10/22 | All PTA |