**Minutes for St Andrews Primary School PTA AGM**

**Held on 17/9/19 at 7pm at St Andrews Primary School**

**A**ttendees; Cherie Brown, Paul Westley, Sarah Clayton, Jo Isbell, Jen Elsden, Emma Knight, Anna Marsden, LisaPeters, Lisa Price, Jodie Turner

**1] Apologies for absence** – Claire Dietz, Zoe Woolnough, Abbi Flack, Marisol Deck, Kathy Murray, Mike Harrison

**2] Minutes of the Annual General Meeting held on (27th September 2018)** – read out and agreed by members

**3] Matters arising from the** Minutes – none

**4] Chair’s Report for 2018/2019** – read by Jo Isbell, congratulated on a successful year and wished everyone success for the coming year

**5] Treasurer’s Report for the year ending 17/September/**2019 – We started the year with £11,527 in the bank, with a total income of £22,753.81 and and expenditure of £24,115.78 leaving us with a profit this year of £9972.81 The main expenditure was the trim trail which was installed last year but paid for this year. We have had some very successful events, with new events popping up this year.

**6] Election of Officers and Trustees of the Committee**

 Chair – Sarah Clayton – Voted for by EK, LP, LP, AM, PW, JT, CB

 Vice Chair – Lisa Peters – Voted in by EK, LP, SC, AM, PW, JT, CB

 Secretary – Zoe Woolnough

 Vice Secretary – Sarah Hunt

 Treasurer – Jo Isbell

 Vice Treasurer – Abbi Flack

 ICT Co-ordinator – Paul Westley

**7) Events;**

 IQ Cards- Jo Isbell

 Elfridges – Sarah Clayton/Lisa Peters

 Toy Story 4 film night – Paul Westley

 Story Telling (Christmas theme) – Sarah Hunt

 St Andrews Church Xmas Fayre – Emma Knight/Lisa Price

 Christmas Disco – Jodie Turner

 Cake Break – Anna Marsden/Jo Isbell

 Raffle – Anna Marsden

 Christmas Fayre – Event lead needed

 Shade Christmas Fayre?

**8) AOB**

Concerns were made whether the cake breaks should be allowed to have home made cakes due to contamination/hygiene etc. This needs to be brought to the attention of Mr Harrison to see what stance the school take and to make a decision. **SC to contact**

Discussion as to the expenditure at events and whether these should be down to the person running the event or voted on by the committee. There needs to be clear guidelines for events including expenditure. **SC/ZW/JI** to put together some guidelines and post them on PTA discussion page.

8) Thank you for attending.