



Tunstall C of E (Aided) Primary School
Tunstall Road, Tunstall, Sittingbourne
Kent, ME10 1YG

Parent Teacher Association

Email: tunstallschoolpta@outlook.com

Web: <https://www.pta-events.co.uk/tunstall>

Chairperson: Mrs Juliet Sensier

Annual General Meeting Minutes Wednesday 21st October 2020 at 8.00 pm

Present:

| | |
|---|---------------------|
| Juliet Sensier (Chair) | James and Jo Henley |
| Laura Bartlett (Vice Chair) | Jessica Neval |
| Rachel Pamplin (Treasurer) | L Palmer |
| Amanda Winnard (Secretary) | M Palmer |
| Vicki Ponder (Ordinary Committee Member) | Dawn Waple |
| Anisha Abramian (Ordinary Committee Member) | Emma Cross |
| Paula Mewett (Ordinary Committee Member) | Georgina Dent |
| Mr J Wren (Ordinary Committee Member) | Haley Rowe |
| Clare Field | Laura Laming |
| Gary Ponder | Bolaji Falana |
| Lee Rutter | |

Apologies:

Mrs Andrews

1. Welcome

JS welcomed all the meeting attendees and thanked them for attending the meeting.

2. Apologies for absence

See above

3. Approval of Minutes of 2019 AGM meeting.

Juliet confirmed the 2019 AGM minutes were present and correct.



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4. Treasurer's Report for the year ending 31st August 2020

Rachel Pamplin asked if anyone had any questions or comments regarding her Summary of Accounts for the year ending 31st August 2020 together with, her Treasurer's report; that had been previously circulated via Parentmail and a copy is attached to the minutes of this meeting. This year has been unprecedented and the funds raised have been limited. Previous year's events included: firework display, gift room and a summer fete. Money raised has gone towards the funding of a school minibus. The "big project" moving forward remains to be the school library, with 50% of the funds raised from events going towards this project. The accounts have been submitted and are all up to date. Rachel confirmed she was stepping down in the role of Treasurer; thank you, Rachel, for all your hard work for the last five years as the PTA Treasurer.

5. Chair's Report for 2019/2020

Juliet Sensier asked if anyone had any questions or comments regarding her report; that had been previously circulated via Parentmail and a copy is attached to the minutes of this meeting. Juliet confirmed she was stepping down in the role of Chair; thank you, Juliet, for all your hard work for the last two years as the PTA chair.

6. Head Teacher's report

Thank you, Mrs Andrews, for your kind words and for all the support you have given the PTA over the last year. Please see her report which is attached to these minutes.

7. Decision on the number of elected committee members needed to ensure the PTA is quorate

The meeting attendees agreed, inline with the Parentkind Constitution 2018, the number of elected members to be voted in. The Committee Quorum states that the newly elected committee must comprise of 50% of the total attendees present at the AGM. The meeting was attended by 23 people, therefore it was agreed that the newly elected PTA can have 11 members: 4 Officers (Chair, Vice Chair, Treasurer, Secretary), 7 Ordinary Committee Members. All of whom are joint trustees of the Tunstall School PTA Charity.

8. Agreement of the Parentkind Constitution – 2018

Rachel Pamplin confirmed that the current constitution has been approved by the Charity Commission and informed the attendees that it is notoriously difficult to amend a constitution and get them approved. A show of hands approved to continue in adopting the current Parentkind Constitution - 2018.



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9. Election of Patron, President and/or Vice President .

The above has no constitutional responsibility, meaning they cannot vote at committee meetings. However, they may be invited to address or to represent the PTA on formal occasion or when seeking public support. Mr Wren informed the attendees, that Mrs Andrews would be happy to be the President. Unfortunately a vote could not be conducted, as Mrs Andrews was not present.

Election of the PTA Committee - 2020/2021

There was an opportunity for all meeting attendees to nominate themselves, this was done by a show of hands and the following were appointed and all seconded.

10. Election of Chairperson

Laura Bartlett Voted in a Chair - Second – Rachel Pamplin

11. Election of Vice Chairperson

Vice Chair – Rachel Pamplin -Second Juliet Sensier

12. Election of Treasurer

Treasurer -Vicki Ponder - Second Rachel Pamplin

13. Election of Secretary

Secretary - Amanda Winnard - Second Lee Rutter

14. Election of Ordinary Committee Members / Trustees

There was an opportunity for all meeting attendees to nominate themselves, this was done by a show of hands and the following were appointed and all seconded by the Committee.

L Palmer - Written nomination received – Seconded Amanda Winnard

M Palmer - Seconded -Juliet Sensier

Clare Field - Seconded - Vicki Ponder

Juliet Sensier - Seconded -Claire Field

Anisha Abramian - Seconded -Rachel Pamplin

Paula Mewett - Seconded - Anisha Abramian

Mr J Wren - Seconded - Laura Bartlett

Sue Horne – Stepping down

A big thank you to all the committee members for their support this year. We are sorry to see Sue Horne leaving the committee. We would like to welcome the new members to



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the committee and look forward to another successful and enjoyable year. There are now 11 committee members.

Amanda Winnard, requested that the newly elected members e-mail their contact details to the PTA e-mail address, so we can keep in contact: tunstallschoolPTA@outlook.com

15. Agreement and signing of ParentKind Constitution - All elected committee members to be in agreement to adopt the ParentKind Constitution.

All elected committee members agreed to the signing of the constitution: LB to arrange a meeting to facilitate this.

16. Elected Committee Members to sign and complete the Charity Commission forms.

All elected committee members are Trustees of the Association and must registered with the Charity Commission. All elected members agreed to complete the forms: LB to arrange a meeting to facilitate this.

17. Election and nomination of signatories for the bank account

Rachel Pamplin discussed the bank signatories. It was agreed to leave the signatories as they are, we have five members as signatories: Vicki Ponder, Rachel Pamplin, Laura Bartlett, Amanda Winnard, Juliet Sensier.

18. Any Other Business

Election of Members Welfare Advisor

JS discussed that this role was suggested at the EGM, however due to the Government restrictions regarding Covid-19, the PTA had not meet and this was not implemented. It was agreed that the new committee were to discuss this at their first meeting.

Election of Fete Committee

It was agreed that due to the current Government guidance, regarding the current COVID 19 restrictions it would be difficult to plan a fete. Lee Rutter, commented that we should have a chair in case a fete could go ahead. No one volunteered to chair, if restrictions were lifted.



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Class representatives

Juliet explained that the role Class Rep is to help communicate the Associations information to parents/ carers of pupils in the school. It was agreed that the new committee would organise class representatives as part of their first meeting agenda.

Thank you

Juliet Sensier thanked everyone who attended the meeting and all of the committee member and volunteers who support the PTA.

Mr Wren expressed his thanks from himself and on behalf of the school, for all of the hard work and dedication of the PTA.

END of MEETING



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