

Connaught Junior School PTA
AGM
Wednesday 27th September 2023
7pm

Attendees: Louise Gomez-Baker (LGB), Neethi Sudhakar (NS), Claire Roberts, Gemma Ross, Andy Watts, Siobhan McGann (SM), Karen Whiting, Lizzie Hellyer, Gemma Wye, Clare Davies, Laura Smith, Sarah Ward, Anita Singh (13)

Apologies:

Minutes	Actions
<p>LGB welcomed everyone and thanked everyone for coming.</p> <p>Outline of the purpose of the PTA: The PTA is run by parents dedicating their own time to raise money for the school. We do this so our children get to enjoy those extra things in school which bring them happiness.</p> <p>These include discos, Christmas and Summer fayres, Christmas cards, tea towels, to name just a few.</p> <p>This year myself, Claire and Neethi would like to hand that challenge over to another team of parents to embrace.</p> <p>As Chair you oversee the running of all events. Liaising with Miss McGann and making decisions on what ideas work for fundraising and how to make these happen.</p> <p>Vice Chair / Secretary - advertising events, design posters to advertise on FB, parentmail, class Whatsapp groups, taking minutes, sending out actions, support for Chair when necessary.</p> <p>Treasurer - very important role to keep documentation of all spending, in charge of the bank account, apply for licenses etc.</p> <p>We have been a team of 3 and all played a massive part in ensuring things got done. All roles crossed over each other and we helped each other with everything.</p>	

<p>Connaught PTA is a charity and needs certain roles filled in order to be recognised.</p> <p>This year on paper we ran with Chair, Vice Chair and Treasurer. But ideally a Secretary role needs to be filled too.</p> <p>Report on 2022/2023: We had a Starting balance £12,693 we now have a closing bank balance £18,692.38</p> <p>We have generated £10,054.16</p> <p>Money raised through:</p> <ul style="list-style-type: none"> • Christmas fayre • Disco • Christmas cards • Tea towels • Summer fayre • Sports day and more. <p>What we've funded this year: £4,055.05</p> <ul style="list-style-type: none"> • PTA tables for events • Toffee insurance • Yr6 graduation • Leavers party which included food and drinks, photo booth & DJ • King's coronation badges and more*. <p>(*including garden furniture yet to pay but will be £2,300)</p> <p>Thanks: LGB thanked the school and the parents for having us as your PTA – we've had a good year but now it's our time to stand down and hand over.</p>	
<p>Nominees for new PTA Committee:</p> <p>Chair: Gemma Ross Vice Chair / Secretary: Clare Davies Treasurer: Sarah Ward</p> <p>Class Reps present this evening Lizzie: Denali (Year 5) Gemma: Ranier (Year 5)</p>	<p>SM to put a request in the newsletter for class reps and for any interested</p>

Anita: Salcantay (Year 5) Laura: Elbrus (Year 6) and Natalie D Sarah: Snowdon (Year 3) Louise M: Mikenno (Year 4) Emma P: to stay on as class rep	parties to contact the PTA via email.
Financial and Legal Matters NS talked through the legal and financial administration that has to take place as soon as possible to ensure bank details and charity details are updated.	New committee to get details to NS to enable bank account details to be updated and charity details to be updated.
Upcoming Events <ul style="list-style-type: none"> - Christmas Cards - Disco (10th Nov) - Christmas Fayre (9th Dec): Father Christmas is booked, fayre to take place in the afternoon. 	
Thank You SM thanked the PTA committee for 2022/2023.	
AOB No other business.	
Meeting closed at 7:20pm	