

Swallowfield Primary PTFA AGM 2022

29 September 2022, 20:00

At The Station Tavern, Woburn Sands

Attendees (35):

Amy Hayes (AH), Chair	Katie Warren	Jack Costello
Tori Fletcher (TF), Treasurer	Patricia Candelon	Kayleigh Norman
Nadine Lynch (NL), Co-Secretary	Alex Candelon	Janet Norman
Amanda Brandon (AB), Co-Secretary	Maxine Wilson	Kelsey Chesters
Amy Kershaw (AK)	Martin Wilson	Debbie Chesters
Danielle Boynett (DB)	Sarah-Jayne Collins	Jo Lever
Greg McGill, Deputy Headteacher	Helen Pettman-Tideswell	Dave Lever
Andrew Güntert, Chair of Governors	Jo Higson	Jo Joseph
Kate Corke	Amanda Preedy	Jules Joseph
	Nicola Quinn	Helen Woodman
	Danni Higgins	Jessica Foy
	Charlotte	Donna Fredin
	Jennifer Costello	Arun Fredin

Agenda items:

- Apologies
- Minutes from 2021 AGM
- End of Year Review 2021/2022
- 2022/2023 Plans
- Election of Committee Members
- AOB
- Upcoming meetings

Welcome

Welcome to everyone and introduction from Amy Hayes.

Lyndsay Plumbly has now stepped down from the Chair role. A big thank you from the committee to Lyndsay for all her time, hard work and amazing fundraising efforts.

Apologies

Lyndsay Plumbly, Katie Fraser, Maxine Tcakzuk, Kim Brewer

Minutes from 2021 AGM

Minutes from last AGM were made available November 2021 and are available on request.

End of Year Review 2021/2022

Fundraising total for 2021/22: **£22,628.73**

How some of the money has been raised:

Activities	Funding
Summer Fete	£1,040.55
Mother's Day	£736.77
Christmas Cards	£1,232.14
Easter Egg Raffle	£390.27
Preloved Uniform Sale	£1,000.72
Christmas Fayre	£2,111.77
Bingo Night	£1,660.09
Father's Day	£919.28
Sports Days	£1,709
Disco	£884.95
110 Club	£956.16
Secret Santa	£2,608.71
House Water Bottles	£739.08
Baubles & Raffles	£1,284.69
Christmas tree recycling	£340
Donations	£2,600.34
Legacy bricks	£1,125.00

How the school has benefitted:

Funding	Amount
End of term Fun days	£3,880
110 Club winnings	£704
Library Bus	£1,257
New Shed	£500
In-school experiences	£2,993
Maths Funding	£300
Phonics Books	£445
Year 4 books	£152
Disco	£330
Busy Bees Christmas party	£179

2022/2023 Plans

- Quiz Night
- Sports Day
- School Disco
- Preloved uniform sales
- Secret Santa
- Mulled Wine Stall at Woburn Sands Christmas Fayre
- Easter egg raffles
- More grant applications
- Christmas cards
- Mother's Day & Father's Day events
- Summer fete / Bonanza
- Break the rules day

And we continue to welcome new ideas and employee match-funding opportunities.

Fundraising priorities for 2022/23

1. Continue to fund a Christmas theatre experience & Busy Bees Christmas party
2. Create Early Years Playground
3. Continue to fund 'in-school experiences' that enrich learning such as World Book Day theatre workshops and Science week expert lead activities.
4. To subsidise some of the school trips - in particular supporting with the coach costs to significantly reduce the cost of the trips to parents
5. To provide laptops and iPads

Committee priorities for the coming year, following feedback from this year's survey:

1. Get more people involved (many hands make light work)
2. Simplify how we do things and how we communicate
3. Fundraise and deliver social events to enrich experiences at school and to develop our school community

Election of Committee Members

Current PTFA Committee members:

Co-Chairs	Danielle Boynett & Amy Hayes Nominated by TF and seconded by AB
Vice Chair	Amy Kershaw Nominated by KW and seconded by DB
Secretary (shared)	Nadine Lynch & Amanda Brandon (Vacancy immediate) NEW – Kate Corke – nominated by NL and seconded by KW
Treasurer	Tori Fletcher (standing for re-election) Nominated by AK and seconded by NL
Trustees	Tori Fletcher Kim Brewer Greg McGill

Members to fill key roles:

Communications <ul style="list-style-type: none">• Website• Facebook Admin• Email account• Newsletter	Nadine Lynch – to gradually handover to Kate Corke (KC) Katie Warren - Vacancy Nadine Lynch / Danielle Boynett – NL to handover to KC Vacancy
100 Club	Celia Mardon
Key events	Disco - Vacancy Secret Santa- Katie Warren Mulled Wine Stall – Danielle Boynett Mother’s Day - Vacancy Father’s Day – Vacancy
External fundraising	Katie Warren – Vacancy from Summer 2023
Class Reps	Busy Bees – Emma Fryer Reception – New volunteers – Jen Pierce and Maxine Wilson Y1 – Jessica Foy Y2 – Helen PT & Katie Fraser Y3 – Danielle Boynett Y4 – Katie Fraser & Leila Bennet Y5 – Amy Kershaw & Danielle Boynett

AOB

Meeting dates - this year’s meetings have all been held on a Monday evening. Going forward, meeting dates for this year will be mixed up throughout the week, to include some mornings. Hopefully this allows everyone the opportunity to attend a meeting at a time that suits.

Upcoming meetings

Next meeting: 25th November – morning at school

Friday 25 November (<i>morning after drop-off</i>)	Swallowfield school
Thursday 26 January (<i>evening</i>)	Venue TBC
Wednesday 29 March (<i>evening</i>)	Venue TBC
Friday 19 May (<i>morning after drop-off</i>)	Swallowfield school
Thursday 6 July (<i>evening</i>)	Venue TBC

If you would like more information about the PTFA and to find out how you can get involved, come along to a meeting to find out more. You can also contact us by email: swallowfieldptfa@gmail.com.