

## PTFA AGM Tuesday 19<sup>th</sup> December 2023

Meeting held in After School Club

### 1. *Attendees*

Present: Charlotte Roberts, Kerrie-Anne Melsom, Louise Clark, Vicki Sanders, Helene Stockdale, Jodie Poole, Matt Kirk, Nicky Kirk, Oli Stokes, Angela Walker and Lydia Roberts.

Apologies: None

### 2. *Confirmations that the meeting is quorate.*

Eleven attendees therefore the meeting is quorate.

### 3. *Receive the accounts for 2022/23:*

- An additional £2000 was spent on the library in the last 12 months, as requested by the school.
- The PTFA currently has £7059.81 in the bank account.
- The school has requested another 15 iPads. We will request the details from the school on how we will spend the money and if the old iPads can be recycled or traded in.
- Matt confirmed we always aim to keep a running bank balance of around £2,000.

### 4. *Receive the report of the committee members for the activities for 2022/23*

Nicky thanked the committee and all volunteers for their help and hard work for the year.

### 5. *Election of the committee.*

- Until the AGM in March, the following acting committee will be:
  - o Chairperson: Helen Stockdale
  - o Vice-Chair: Angela Walker
  - o Treasurer: Lydia Roberts
  - o Secretary: Catriona Cork

### 6. *Committee Handovers:*

- Signatory for the bank account: Both Lydia and Helen will be added to the account.
- Facebook and access to the email account to be agreed during the AGM in March.
- Matt Kirk will handover the Charity Commission, PTFA Events and other relevant accounts.

### 7. *AOB*

- Next AGM 15<sup>th</sup> March and the group agreed to this date.