

Garden Suburb Schools **Parent Teacher Association Annual General Meeting**  
4<sup>th</sup> November 2016~ Infant School Hall

MINUTES

- ◆ Welcome from the Head Teachers: The Head Teachers introduced themselves and welcomed parents who came to the meeting. PTA is for both schools as one charity but separate committees for events per school. This meeting is a review of the year and to elect the committees for the coming year.
- ◆ Review of last year's events – copies of the reports attached.
  - Infant PTA: Kim Albers (Vice Chair) read out the report on behalf of Shiv and Emma (Co-Chairs). Miss Sands (Infant Head) expressed thanks to Kim, the committee and the parents for creating some memorable experiences for the children, as well as raising much needed funds.
  - Junior Chair, Marissa, presented her report as the Chair of PTA. Mrs Bhavsar (Junior Head) followed up with praising Marissa for an amazing job, and a fantastic year with people helping her. Marissa has introduced some new events especially for parents and families, more about bring the community together. Mrs Bhavsar thanked Marissa and the PTA. Parents are supportive of Junior events but aren't able to give very much time. The Junior School are to organise events that are less labour intensive.
- ◆ Financial summary of the year 2015-16 from the Treasurer(s) presented by Mrs Dobinson, see attached report.

**GENERAL ACCOUNTS**

	<b>2015/2016</b>	
	<b>INFANT</b>	<b>JUNIOR</b>
Opening Balance 1/9/15	£20,797.39	£27,293.80
Surplus 2015/2016	£12,482.47	£12,272.32
Total available funds	£33,279.86	£39,566.12
Used funds 2015/2016	£0.00	£0.00
<b>Available funds 31/8/16</b>	<b>£33,279.86</b>	<b>£39,566.12</b>

**GIFT AID ACCOUNTS**

	<b>2015/2016</b>	
	<b>INFANT</b>	<b>JUNIOR</b>
Opening Balance 1/9/15	£5,655.32	£5,738.95
Income 2015/2016	£3,408.91	£899.23
Total available funds	£9,064.23	£6,638.18
Used funds 2015/2016	£4,592.56	£2,029.29
<b>Available funds 31/8/16</b>	<b>£4,471.67</b>	<b>£4,608.89</b>

The Head Teachers said a big thank you to the treasurers as big responsibility and a lot of work.

- ◆ Plans for future spending – Head Teachers
  - Infants;
    - Gift Aid – traditionally used for outside, and developed outside last year with planters and fencing. Also use it for enhancing the curriculum for those things where in past parents would be asked to contribute. So workshops and assemblies happen through the year as well as trips and our annual visit for hatching chicks to support science curriculum. Used to bring curriculum to life.
    - Fund Raising funds have been saving for a couple of years as want to do a big project on the hall, but think will have to scale down due to restraints on the main school budget. Going to get prices still as maybe that we can do something next summer and have a good amount to work with from PTA. Certainly as a minimum redo audio visual, sound system, PE equipment, floor, curtains and stage. Might be more depending on budget – would love to have a mezzanine level but would be very expensive.
    - Would also like to enhance ICT and may use G/Aid for that.
  - Juniors:
    - Have been saving up for few years for a sports pitch so it can be used year round. However, it has become clear that not a simple job, with drainage and astro turf. Advice from various experts is to ensure have good drainage and a good grass surface and then maintain it properly with aeration etc... this will be cheaper but hopefully ensure can use it for more of the year although will be longer term maintenance cost. Any money left over to spend on ICT equipment.
    - Gift Aid A/C tends to be used for items to impact on all the children, e.g. musical instruments and the garden maintenance. Feel need to promote gift aid for those parents who want to support but who can't make it into school.
  - Suggestion from parent that open up 2<sup>nd</sup> hand uniform for recycling children's clothing to pass down through the school. Miss Sands agreed a good idea and will look into it.
- ◆ Election of officers for 2016/17
- ◆ Infants: – share the burden of the events across parents so positions more of an oversee position.
  - Chair – Infants – Kim Albers
  - Vice Chair – Infants – Louise Brown
  - Secretary – Infants – to be confirmed
  - Vice Secretary – Infants
- ◆ Juniors – plea for parents to help out Marissa. Team for each event again, but would be helpful over seeing.
  - Chair – Juniors – Marissa Van Reejevick
  - Vice Chair – Juniors – to be confirmed
  - Secretary – Juniors – to be confirmed
  - Vice Secretary – Juniors
  
  - Co-Treasurers – Shiv Smythe (Infant) and Tatsiana Hurynovitch (Junior)
  - Vice Treasurer

Will encourage parents to come to the next meeting and also put in the school newsletters to see if can fill the remaining rolls.

- ◆ Dates of next meetings to plan the coming year – to be arranged by individual schools.