



# St Peter and St Paul Catholic Primary Academy

## PTA

*Promoting high quality education, love, care and forgiveness of others  
as taught to us by Jesus and our Patron Saints.*

Principal: Mrs J Seymour

### PTA ANNUAL GENERAL MEETING

Friday 4<sup>th</sup> October 2019

### MINUTES

**Present:** John Powell (Chair), Melissa Olivier (Secretary), Val Dempsey, Shirley Hobson, Helen Hobson McDonagh, Sheila MacCormack, Darren Sum, Rebecca Sum, Tumi Shenje, Charlotte Rush, Jasmine James, Susan Bowe, Edith Odaro, Valeria Barbashova, Tolulope Apata, Miss Everson, Mrs Winkley

1. **Welcome**

The Chair, John Powell thanked those in attendance and apologies were presented from Aurelija Baikstiene, the Treasurer who gave birth a few days prior.

2. **2018 AGM Minutes**

The Chair explained the minutes are on the PTA page on the Academy website and asked if any corrections are to be made. None reported.

3. **Chair Report for 18/19**

Copies given to attendees to be read at their leisure. The document is a comprehensive review of the events held during the previous year and the engagement of the Executive Committee.

4. **Treasurer's Report for 18/19**

Copies given to attendees. The Chair read out the financials. Most notable contribution is the 31 Google Chromebook Computers donated to the Academy at a cost of £6,541.00.

Question raised by Mrs Winkley on Aladdin tickets profit and whether it is meant to be Cinderella as that was panto held last year. *Action:* Melissa Olivier to follow up with the Treasurer.

The Chair thanked Mrs Rodney for allocating Year 6 pupils to the Tuck Shop. Their assistance has been a big help and their Maths is far better than ours.

5. **Elections**

**a. Chair**

Melissa Olivier recapped that John Powell was the PTA Chair for the previous Academic year. She thanked John for his hard work and determination during the past year and for being such a motivating force behind the array of events and fundraisers.

Melissa Olivier explained that no-one had come forward for the position so all attendees were asked to vote. 1<sup>st</sup> proposer for John Powell to remain as Chair was Darren Sum followed by 2<sup>nd</sup> proposer of Shirley Hobson. He was then voted in unanimously.



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### **b. Treasurer**

Aurelija Baikstiene has been Treasurer since the 2017 AGM. She was thanked by the Chair for her professionalism and ongoing efforts in ensuring the PTA account is properly tracked. As Aurelija was not present, the Chair confirmed she is happy to remain in the position. The attendees were asked for proposers – 1<sup>st</sup> proposer was Helen Hobson McDonagh followed by 2<sup>nd</sup> proposer Rebecca Sum. Aurelija was unanimously voted in.

### **c. Secretary**

The Chair recapped that Melissa Olivier was voted in as Secretary in the 2018 AGM. He thanked Melissa for her unfailing support throughout the previous 12 months, and for the immense amount of work she had got through as secretary, despite having to hold down a challenging full time job involving trips abroad. The Chair asked for a 1<sup>st</sup> proposer to nominate to which Val Dempsey agreed followed by a 2<sup>nd</sup> proposer of Susan Bowe. The attendees were asked to vote resulting in Melissa being voted in unanimously.

### **d. Committee Members**

The Chair explained that the Executive Committee of three people require help from a sub-committee for events and planning. Volunteers who are able to commit to one meeting a term were asked of the floor. Attendees who volunteered to join were:

Helen Hobson McDonagh, Charlotte Rush, Jasmine James, Susan Bowe and Edith Odaro. All were voted in unanimously after 1<sup>st</sup> proposer Darren Sum and 2<sup>nd</sup> proposer Mrs Winkley.

The Secretary thanked the volunteers. She expressed an interest in having representation from every class so will advertise in the next newsletter for Year 4 and 6 parent/carer participation. The first committee meeting date was discussed and set for 7<sup>th</sup> November in the evening at the Chair's home.

## **6. Events for the Current Term**

### **a. Tea Towel Project**

The Chair expressed immense gratitude to Miss Everson for arranging the logistics for this fundraising initiative. Every child in the Academy has drawn their face for tea towels to be printed in Academy green and to be sold for £4 each. This was a huge feat for Mrs Winkley who was thanked for spending hours cutting and measuring each image. Their efforts have resulted in a beautiful design.

### **b. Mini-Olympics**

The Chair explained that this new club is proving popular with the children who are enjoying being taught by a top athletic coach.



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## **c. Fruity Fridays**

Susan Bowe suggested the PTA start running these again as done in previous years. All in agreement. Will be held on Fridays after school when Tuck Shop is not on.

## **d. Tuck Shops**

Continuing to be popular. Dates agreed.

## **e. Parents evening refreshments**

The Chair requires help on 16th and 17th October to serve.

## **f. Christmas Fair and Enterprise Sale**

The Secretary confirmed the date for this event is Friday, 6th December at 3:20pm. She asked the floor to think of local businesses who would like to hire a stall who could sell their goods at the fair like gifts, décor, children's books or toys etc. Cost per stall is £10 and proof of Public Liability Insurance is essential.

The Chair explained the need for helpers to set up from 1:30pm, run stalls or help pack away at 5:30pm. Bakers are also needed for the "Bake Off Stall". The next newsletter will appeal for helpers. Donations Day will be scheduled with the office after half term whereby each class is asked to bring in an item for the Tombola or for the stalls.

Attendees suggested a Christmas Fair poster competition for the children to do over half term. The Executive Committee agreed to consider this idea with the office.

## **g. Other Events**

Discos and Magic Shows were discussed with the floor for the autumn term. Darren Sum mentioned he knows of a top Magician who would happily to do a show for the children. The committee will discuss this in the meeting scheduled for 7th November.

The Come from Away theatre night was popular in the summer so Helen Hobson McDonagh suggested another night be planned. She also mentioned she has links to other theatres should we want to sell tickets for another West End show.

Mrs Winkley was thanked by the Chair for arranging the Churchill Theatre Panto tickets which is taking place on 18th December. Ticket sales went well.



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### 7. **PTA Constitution**

Changes to the outdated version of the Constitution were handed to attendees with changes highlighted. The Chair asked for comments or questions to the changes prior to requesting acceptance from the floor. 1<sup>st</sup> proposer was Charlotte Rush followed by 2<sup>nd</sup> proposer Tumi Shenje. All in agreement that the revised constitution is accepted.

### 8. **Any other business**

The Chair explained the Lottery Club is to be reintroduced to the Academy following a meeting with Mrs Seymour. Details to follow in autumn term. He also mentioned a Teacher Baby Photo Competition which may take place at the Summer Fair.

The Secretary confirmed that Mrs Seymour has accepted the proposal to sell personalised nametags using the MyNameTag.co.uk PTA scheme. This will help reduce lost property and raise funds for the PTA. A leaflet will be sent home with each child in due course on how to order.

The Chair thanked everyone in attendance. The meeting concluded at 3pm.