

CHULMLEIGH COLLEGE PTA  
Registered Charity No:1182821  
Annual General Meeting  
Thursday 17th March 2022 at 7pm in Heywood Hall, Chulmleigh College

Minutes

NP agreed to Chair the meeting in the absence of anyone formally holding the Chair's role.

**Present**

Neil Payne (Deputy Headteacher), Mike Johnson (Headteacher), Helen Wyatt (Parent, PTA Secretary), Tabetha Maynard (Parent, PTA treasurer), Becky Vile (staff), Lesley Glover (parent), Simon Tyler (parent), Eddie Claye (parent)

**Apologies**

Julia Young, Rebecca Huxtable

**Minutes of last AGM**

These were approved.

**Matters Arising**

There were no matters arising.

**Chair's Report**

There was no Chair's report available as the previous Chair, Jo McDougall, had stepped down in July 2021, as she no longer had any children attending the school, and no replacement was able to be elected at the time.

**Treasurer's Report**

TM presented the Treasurer's report to the meeting. It was noted that considering we have been unable to meet in person for a significant period of time, primarily due to Covid restrictions, that the PTA had brought in a good amount of funding nonetheless. The decision to purchase a stock of second hand ties and hold them at school was a great help, with all the second hand uniform sales.

TM confirmed that the balance available is £4105.

The meeting agreed to adopt the Treasurer's report.

**Election of Committee Members**

NP commented that we had hoped for more parents to attend the meeting, but that we needed to proceed to elect the committee members for the next year.

HW proposed Neil Payne as Chair. This was seconded by LG.

NP proposed Helen Wyatt as Secretary. This was seconded by LG.

NP proposed Tabetha Maynard as Treasurer. This was seconded by HW.

The meeting noted that TM is only able to hold the post of Treasurer until the end of the summer term when she will have to step down as she will no longer have a child at school. It was agreed that this would be revisited at a later meeting when hopefully another volunteer to hold the post will come forward. There were no other nominations received for any of the posts.

### **Any Other Business**

It was agreed that we need to send further information to all parents about the PTA and what the minimum/maximum obligations might be, so that we can raise awareness and get more support.

**Action: HW to contact RH to ask her to re-share previous communications that had gone out to parents, to advertise the PTA.**

NP noted that the PTA had two key purposes: to raise funds for school (to be used to benefit as many children as possible) and to bring parents together, but that we don't want to make involvement onerous.

The meeting agreed that we should look to hold an in-person event soon, as we are now able to, and unanimously felt that a quiz would be a good first choice, as it was very popular when held pre-covid.

**Action - NP to identify a suitable date for the quiz in the Summer term and confirm to the PTA.**

**Action - the PTA to set a date for the next meeting, prior to the quiz date, so that actions required for the quiz could be agreed and allocated.**

NP suggested that it would be helpful if the PTA could identify ways to disperse the money raised. TM confirmed that there had been no bids received from teaching staff recently. It was felt agreeing some bigger targets to work toward would be beneficial e.g. a minibus or PE changing area.

**Action - NP to update Heads of Year about the bidding process, including what it is for (to benefit as many children as possible and where funding not available elsewhere)**

**Action - NP to agree priorities for funding for the school with SLT and bring to the next meeting, so funding targets for the PTA can be agreed**

There was a question asked about other sources of funding for the school. It was confirmed that many grants are not available to schools, so the funding from the PTA was vital to support gaps in government funding.

The need for additional signatories on the bank account was discussed, as previous signatories have left.

Tabetha Maynard proposed that Neil Payne (incoming PTA Chair) be added to the Lloyds bank account as Signatory. This was seconded by Helen Wyatt (current PTA Secretary).

Neil Payne proposed that Helen Wyatt (PTA Secretary) be added to the Lloyds bank account as Signatory. This was seconded by Tabetha Maynard (current PTA Treasurer).

### **Close of Business**

The meeting closed at 7.30pm