

CHULMLEIGH COLLEGE PTFA

Registered Charity No:1182821

Monday 28th September 2025

AGM Meeting Notes

Welcome and Apologies (AE)

In Attendance:

Neil Payne (NP- Temporary Chair), Claire Dell (CD-Secretary), Cathryn Waterhouse (CW - Treasurer)

Committee Members:

Laura Minton (LM), Bex Vile (BV)

Potential new members:

Carolyn Gillbard (CG), Jo Ayre (JA), Vicky Haines (VH), Emily Abbott (EA)

Apologies: N/A

Previous Minutes (AE)

All happy with previous minutes and previous AGM Minutes 1st July 2024

Chairperson's Report

Written report to follow.

NP -Didn't want to lose PTFA despite limited volunteers, pleased it could continue to support parents' evenings, coffee mornings, and work towards mini bus donation – many thanks

Treasurer's Report

See attached Document – AGM Treasurer Report 2025

Income and Expenses 2025

Lloyds bank statement 2025

Election of Officers

Chair: Claire Dell (BV nominated, NP seconded)

Secretary: Bex Vile (CD nominated, NP seconded)

Treasurer: Catheryn Waterhouse (all happy for this to continue)

Appointment of an Independent Examiner of Accounts 2024/2025

CW to speak to Karen Chugg, as she does this for CPS PTA. Agreed Cathryn to purchase flowers from PTFA funds to thank her.

General Business

Headteachers discretionary Fund

The PTFA in previous years has given the Headteacher a discretionary fund of £500. Finance have recently advised us that Mr Johnson has spent £738, which is currently outstanding.

CW – to speak to arrange with Finance for the £738 to be paid

NP said that going forward as the new Headteacher he will put in funding requests. Therefore, putting an end to the Headteacher Discretionary Fund.

Fund Raising Updates and Suggestions

NP confirmed the minibus has been purchased and will be sign written to acknowledge the PTA's support. This will help with more fixtures and local trips.

NP has requested that the PTA help to support the enrichment week 13th – 17th July 2026, to be discussed nearer the time.

BV to find out more about Merrymathsmas.

LM to speak to Rachel Jordan about Year 11 fund raising events, and the possibility of the PTFA incorporating the 'parent creche'.

CD to get PTFA Just Giving Details into Optime each week with an end date.

Thank you to Neil for running the Barnstaple 10k to raise funds for the PTFA.

LM suggested pupils to be involved in the PTFA by becoming PTFA Representatives and will speak to year 7 pupils to get feedback.

CD It was mentioned that the current logo is like someone else's logo, CD to look at new logo.

ALL – NP requested holiday club ideas

Future Events

Thursday 2nd October – Year 7 Meet the Tutor 15:50-16:50 – refreshments & promote PTFA

Thursday 9th October – Year 7 Meet the Tutor 15:50-16:50 – Refreshments & promote PTFA

Thursday 20th November – Year 12 Presentation Evening 19:00-20:30

Thursday 27th November – Year 8 Parents Evening 16:20-18:30

Wednesday 10th December – Christmas Concert 18:00-19:00

Saturday 21st March – Coffee Morning – Chulmleigh Town Hall 09:30-12:30

NEXT MEETING MONDAY 10TH NOVEMBER, 18:00 UPSTAIRS DARTRIDGE