

Ordinary Business

1. Welcome and Attendance

Nic Maxwell welcomed all to the meeting.

Present – Nic Maxwell (Headteacher)
Sarah Smith (Chair PSFA)
Helen Chaplin (Secretary/Treasurer of PSFA)
Zena Wisser
Zoe Layzell
Sarah Upcroft
Louisa Kidson
Anita Hyde
Karen Goodrum
Natalie Pope

Apologies

Jennie Buckingham
Leanne Clarke Matthews

2. Minutes of the Annual General Meeting held September 2022

These were approved as correct.

3. Matters arriving from the minutes

No matters were raised.

4. Chairs Report for 2022-2023

Mr Maxwell expressed his thanks for Sarah's hard work this year.

5. Treasurer's report for the year ending March 2023

Mr Maxwell expressed his thanks for Helen's hard work this year. We also raised the point that we are still actively searching for a new treasurer to relieve some of Helen's work. Louisa Kidson has agreed to talk with Helen in the new year to find out more about what the job entails.

6. Election of Officers of the Committee

Sarah and Helen were soundly voted in to remain in their current roles. (See note re treasurer above)

Leanne Clarke Matthews has kindly offered to become our charity donations organiser and liaison point. Going forward, can anyone who secures any kind of donation for the PSFA please let Leanne know so that Helen just has one person to liaise with. Leanne will also keep a list of handy contacts for us to apply to.

We also have a good list of committee members who we keep in touch with as and when we need help.

7. Christmas bazaar.

A brief summary of all action so far was given. A list of volunteers and jobs to do on the day will be sent out. Please continue to advertise the bazaar, posters have been handed out and more can be supplied. The issue of the garage door was addressed and Chris has come to our assistance – we are finally in again! We also discussed the possibility of having an electric socket put in to avoid keep moving our freezer. This would have to be paid for by the PSFA. Natalie has some possible contacts and will arrange for quotes, if not we will use the school's electrician and organise it through school. Natalie also has contacts with St Johns if we need a first aid presence. We will be relying on qualified first aiders amongst the staff for the bazaar. Zena has offered to sort a lucky dip. Anita is sorting out Father Christmas and tattoos and Father Christmas outfit has been sent home to her. Rebecca Warner is doing an amazing job with decorating Christmas plates which we will be selling at the bazaar. Car park attendants are still to be sorted – we will speak to Mr H. Cake donations will also be required for the refreshments.

Christmas shop – This will be held on Thursday 14th December.

Christmas raffle – tickets have been sent out via pupils. All prizes need to be sent in to Sarah. Please keep Leanne informed.

My Child's Art – after a few initial hiccups with log ins all seems to be working now. Helen expressed her thanks to Miss Davies for her assistance with this. £71 commission has been raised so far.

8.AOB

No other matters raised.

Mr Maxwell brought the meeting to a close by thanking all those who had attended.