



Friends of Walkeringham
Annual General Meeting Minutes
23.01.25; 15.45

Item No.	Detail	Responsibility
1.0	<p>The meeting was chaired by Ellen Armstrong (Secretary). 1 parent, 2 teachers, 4 committee members were present.</p> <p>A presentation was given to the audience and an opportunity to ask questions was given at the end.</p>	
2.0	Items to discuss	
2.1	<p>Welcome and thank you Ellen welcomed the audience and thanked them for attending the AGM. There were no matters arising from the 2024 AGM. The minutes for this was circulated to members via Parentmail prior to the meeting.</p> <p>The current committee members were introduced along with their roles. Previous committee members were thanked for their time. The parents and teachers were also thanked for their support with events.</p>	
2.2	<p>Chair Report Friends of Walkeringham Primary School is now a charity- 5247254. This means we are able receive charitable donations from local and national companies, are eligible to apply to grant-making charitable trusts and are able to claim gift aid on cash donation.</p>	

	<p>The committee have achieved this by demonstrating they work in line with an approved constitution and maintain professional standards.</p> <p>Our aim for 2025 is to continue to target external sources of funding with the new status to help raise funds for the playground renovations.</p> <p>Our external fundraising in 2024 has generated a good amount so far, including £91.08 from Easy fundraising and £63.93 from Cash Pots for School. We are waiting to hear from our application to Tesco's Stronger Starts.</p> <p>In terms of decision making; the school will take the lead on what they would like the larger amounts of money to be spent on. Any smaller decisions can be made by the committee. The committee would like to encourage students, teachers and parents to let us know what they would like us to fund raise for. You can contact the committee by speaking to us in the playground, by email (friends@walkeringham.notts.sch.uk), through the teachers, the school council or staff meetings.</p> <p>Our high light for 2024 was funding and organising the build of the reading shelter and tidying the surrounding area. The committee also aimed to minimise what we ask parents for and took the decision to not ask parents to pay for their Mother's and Father's Day gifts. We contributed to external trips by funding the cost of the coach and kept in mind that activities are not always to raise funds.</p> <p>Due to the number of volunteers, we had to reduce the number of activities we did, but we benefitted the pupils by funding the ice-creams at the pantomime, buying the year 6 leavers gifts to remember the school by, and bought selection boxes at Christmas and Easter eggs at Easter.</p> <p>We also tried to work with the local community a little more by increasing posts of Facebook, increasing awareness of our fundraising in the playground and asking small local businesses to donate prizes to our raffles, although many businesses struggled to do so. We also applied and received a generous donation from the Parish Council of £300, and the kind residents of Walkeringham donated money to our Crowdfunder page for the playground.</p>	
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The committee asked if there were any new members that would like to join the PTA and contribute to the school in a positive way, enhancing the children's education outside the current curriculum. We are looking for people who can work well as a team, communicate well and bring positivity and enthusiasm. Please contact us if you are interested.

We are also looking for a new chair. The role of the chair is as follows:

- makes sure the PTA is running as it should- fulfilling our role to the school, ensure our chatty annual returns are completed , GDPR compliant
- direct the committee meeting- preparation, sets the ground rules (inclusivity, efficient), identifies outstanding agenda items from the last meeting, allocates tasks, liaises with the school.
- ensure everyone is involved and that their views are heard.
- ensures everyone adheres to the constitution and their roles and responsibilities.
- supported to do this by the secretary and the treasurer.

We are looking for someone who is:

- Confident and assertive – able to control meetings and call them to order when necessary, making sure everyone has an opportunity to speak.
- Able to remain impartial – ensures contributions are brief and that everyone's views are respected
- Calm, friendly and approachable – as the main point of contact for the PTA for all members, the PTA Chair must be inclusive, and make sure everyone feels welcome.
- Organised and able to delegate – most PTAs organise a lot of activities. The PTA Chair should make sure the workload is shared and that tasks are completed as agreed.

If you are interested in this role, please come and speak to a committee member.

Our plans for events in 2025 are as follows, but there may be more added.

March/ April - Easter Raffle and design an Easter egg competition

June – Summer Fayre

	July – Leaver’s Disco	
2.3	<p>Treasurers Report</p> <p>Starting Balance:</p> <ul style="list-style-type: none"> • Petty Cash £567.84 • Lloyds Bank Account £2381.46 <p>Closing Balance:</p> <ul style="list-style-type: none"> • Petty Cash £669.38 • Lloyds Bank Account £2070.44 <p>Fundraising events</p> <ul style="list-style-type: none"> • Christmas card sales £92.71 • 5p Challenge £633.06 • Easter Raffle £206 • Sponsored read £250 • Summer Fayre/Raffle £658.60 • Walkeringham parish council donation £330 • Leavers Disco £146.14 • Witching Hour £107.59 • Fox and Hound Donations £80 • Strike £300.12 • Christmas Raffle £219 <p>These funds were put back into school as follows:</p> <ul style="list-style-type: none"> • Coach Pantomime £325 • Selection boxes Christmas £28.50 • Panto ice cream and drinks £87.50 • Reading Shelter £1982 • Leavers Gifts £60.87 • Coach Austerfield trip £225 • Easter eggs £62 	
3.0	A.O.Bs None	