

MINUTES

Lymm High School PTA AGM

Date: Monday 18 September 2017

Chair: Nicola Woodyatt

Minutes: Jan Daniel

In Attendance

Nicola Woodyatt (NW) (Chair), Gwyn Williams (GW) (Head), Jan Daniel (JD) (Secretary), Ruth Ball (RB), Kate Pike (KP), Yvonne Bird (YB), Jane Smethurst (JS), Carol Boglehey (CB), Nicola Storey (NS), Andrea McGerty (AMc), Antonia Mungai (AM), Natasha Kirsten (NK), Helen Ryles-Dean (HRD), Philip Newlan (PN), Kirsty James (KJ), Trudie Newhouse (TN), Helen Johnson (HJ), Ann Broughton (AB), Sue O'Connor (SOC), Sally Bircham (SB), Vicky Proctor (VP)

Apologies

Kate Solly, Kieran Walshe, Natalie McGillivray, Jacqui Clarke, Alison Hunt, Liesl Hacker

Minutes & Matters Arising

Welcome - Chair welcomed everyone to the meeting, particularly all the new attendees.

The minutes from the last AGM were not available but will be distributed as soon as possible.

Election of Officers

The election of officers was conducted as follows:

Chair: Helen Johnson

Nominated by: Sally Bircham

Seconded by: Ruth Ball

Vice-Chair: Ann Broughton

Nominated by: Sue O'Connor

Seconded by: Trudy Newman

Secretary: Jan Daniel

Nominated by: Helen Johnson

Seconded by: Nicola Woodyatt

Treasurer: Nicola Woodyatt

Nominated by: Jan Daniel

Seconded by: Ann Broughton

Publicity – not yet appointed

Trustees: Antonia Mungai

Jane Smethurst

Yvonne Bird

all volunteered to take on the role of Trustee

Heads Report

Headteacher informed and discussed with the PTA the following:

- Exam results – very good this year
- Year 7 – settling in well
- New staff – about 10% of total staff
- Fundraising – 3G all-weather football pitch with a cost of over £500K

This year, LHS is looking to place a bid with the FA for funding for a 3G pitch however, to be able to apply for and access the funding we need to raise at least £100K in the next 12 months. The changing rooms would be included in this bid to comply with any stipulations the FA may have.

There needs to be a lot of fundraising to reach this target and as such 'in-house' fundraising for other charities will be put on hold for this year (Afritwin/Sports Tour excluded). We also hope that external stakeholders who may wish to use the new pitch will also help with the fundraising.

Action:

HJ proposed holding a meeting w/b 9 Oct 17 to discuss all the potential fundraising ideas and how to get more parents involved - **ALL**

Date and venue to be advised - **HJ**

Chair's Report

This year has seen the PTA revise its approach to fundraising for a variety of reasons:

- A survey conducted discovered support for PTA activity was limited.
- School chose to take the lead in its own fundraising events and asked the PTA to support those efforts with the aim being to hold three events each year.

However, given the new development objectives for the all weather pitch, there will need to be a new fundraising strategy to meet the target required.

Action:

Treasurer's Report

The accounting year runs from 1st September to 31st August, and as such this is a preliminary report as the accounts are still to be audited and a final statement will be presented to the PTA once this has been achieved.

Given the focus of the PTA has changed from one of organising lots of events to one of supporting the events organised by LHS, the funds raised this year is lower when compared to previous years - £1835.54. For the events we did organise, the results were mixed for a variety of reasons:

Prom – changed the date from January to November and ticket/bar sales were probably down as a result.

Gift Aid – should be zero by now as we have tried to encourage parents to donate to the Development Fund instead but is still pulling a small amount each year.

Trail Run - reasonable given the footfall was not as high as previous years.

Ladies Lunch 2016 – down, but we understand the 2017 event has been very successful.

Refreshments/stock sales – all purchases were by donation and the stock sales were aimed at reducing stock waste.

Easyfundraising continues to grow - £827.11 for the past year and with Christmas coming up, we can hope for good things.

Expenditure has also reduced as we have not had the same number of bids to pay for, just the one – Science equipment (outstanding from 2015/16) and the on-going expenditure of the allotment greenhouse (still not finished, so there will

still be some small bills to come in for that project from the remaining £1000 originally allocated – about £340 remaining).

Considering the change of focus in PTA activity from a leadership to supportive role and the funds currently in the Business Premium Account, it is my belief that we no longer need the two accounts and that the majority of those funds in that account should be transferred to the Development Fund.

Therefore, I would like to propose the following:

1. Transfer £9K to the Development Fund from the Business Premium Account
2. Transfer the remaining funds into the Community Account
3. Close the Business Premium Account once we have contacted all the current contributors to those funds.

Action:

Following some discussion it was agreed that the current banking arrangements should remain as they are for the time being and should be reviewed again at a later date.

Parents Facebook Page Update

PN fed back that there were now just over 1000 members and the majority of the comments were now positive and following the guidelines set. He also stated that Antonia Mungai was taking over as the Administrator now that his daughter had left LHS.

NW thanked Philip on behalf of the PTA for all his contributions to the meetings over the past few years and his hard work in monitoring the Facebook activity.

Action:

AOB

Attendance Certificates – there was a query re the issue of attendance certificates at the end of last year. HRD confirmed this was the case.

Communication Between Meetings – HJ asked which online communication vehicle would be preferred to ensure that communication between meetings was kept as current and open as possible for those involved in the fundraising activities.

Action:

It was agreed that a ‘closed’ Facebook page would be made available for PTA members involved in the fundraising activities and it was agreed that the name ‘LHS 100 Club’ could be used.

Next Meeting

Date of next meeting – **Tuesday, 7 November 2017, 7pm** – Library

Dates for the rest of the year:

Mondays	Tuesdays
15 Jan 18	6 Mar 18
30 Apr 18	12 Jun 18

Meeting closed 8.18pm