

AGM MINUTES

Lymm High School PTA

Date: Monday 16 September 2024

Co-Chairs: Kerry Spink and Clare Martin **Treasurer:** Jo Cope

In Attendance

Kerry Spink (KS, Co-chair), Jo Cope (JC, Treasurer), Gwyn Williams (GW, LHS Head), Helen Davison (HD), Natalie McGillivray (NM - LHS), Nicola Storey (NS), Fiona Hutchinson (FH), Kirsty James (KJ), Rachel Hind (RH), Tracy Gowland (TG), Ceris Shadwell (CS), Daniela D'Andreta (DD), Anna Rowe (AR), Sarah Gower (SG), Helen Elliott (HE), Chris Chalmers (CC), Gail Sowden (GS).

Apologies

Clare Martin (CM), Kirsty Holden (KH), Emma Roberts (ER), Louise Hassall (LH), Emma Openshaw (EO).

Welcome/ Minutes / Matters Arising

KS welcomed everyone to the meeting.

Pending actions from last meeting (addressed below):

1. Review cost-benefit of last year's events
 2. Discuss/clarify funding eligibility and benefits (equipment/capital investment, events/trips).
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Update from Head of School

- GW began by offering thanks to LHS PTA for all the great work done last year and funding to school across departments.
 - Academic performance continues to be strong. The school saw excellent exam results in Summer. Results are improving year on year.
 - School has a larger than usual Y12 group this year, oversubscribed.
 - Impressed by new Year 7 group, settling in well.
 - Performing Arts facilities continues to be a priority area of funding for the school (i.e. large-scale funding for facilities). Continued feasibility for capital works and scoping large funding bids.
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Chair Update:

- Chairs' Report and paperwork circulated and noted.
 - KS gave an overview of LHS PTA, it's volunteers and activities (summary of an excellent year of fundraising in 2023/24 and recent funding allocations to school and decision process).
 - Very pleased to see some new parents at this meeting – we are always open to new ideas/suggestions. Thanks given.
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Treasurer's Update:

- Treasurer’s Report and paperwork circulated and noted. JC provided a summary of PTA financial accounts and activities, financial summary below. Level of reserves is high.
- **Treasurer’s Report 2023/24** – (full accounts attached as a separate document)
 - Total income: £11,027
 - Total expenditure: £9,964
 - End of year balance: £12,782
 - Donated to school: £5,409 (£4,226 current year, £1,183 outstanding from previous year)
- Money raised includes:
 - £220 - Doughnut Day
 - £980 – school production bar
 - £675 – Santa float
 - £1,323 – Quiz Night
 - £862 – Party Night
 - £696 – High Legh Sunday Teas
 - £250 – Transport Day
 - £800 – festival bars
 - £837 – LHS Musical, Matilda

Discussion followed as per Action 2 from last meeting.

- Discussion: considerations re future funding allocations – how best to apply PTA funds to provide value for money, benefits to wide group of students, fairness (across faculties/year groups). A number of suggestions put forward as ideas, i.e. elements of large school trips (i.e. Tynny coaches), providing food/snacks for students helping out with after school Open Days. Balance flexibility of PTA funds against existing eligible uses of hardship funds.
- **Action: CM/KS to meet with GW to discuss further and ensure alignment to charitable purpose.**
- Discussion: use of PTA funds to support the school Performing Arts bid in the short-term. A very large sum would be required for this capital project (school led bid) and it will take time to conduct all necessary feasibility work and identify funding sources. Potential to explore using PTA funds to contribute to performing arts activities in the meantime, weighed against other asks.
- **Agreed – add to next meeting agenda.**
- Discussion: to draw down on reserves we could trawl for Faculty bids twice a year.
- **Agreed – add to next meeting agenda.**

Election of Officers

- Co-Chairs – nominated KS/CM – TG, NS
- Treasurer – nominated JC – KS, HD
- Secretary – nominated DD – RH, HD
- Other roles:
 - - Stock/procurement - LH
 - - Social media moderators – KS, TG, HD (any other volunteers?)
 - - School Comms - NM
 - - Deputy Chair – open to volunteers

Fundraising for academic year 2024-25

- Discussion followed as per Action 1 from last meeting.

1. Doughnut Day – repeat success, agree to continue.
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<ul style="list-style-type: none"> • Volunteers - FH, TG, NS, CC, RH • Action: NM confirm date (25th October, morning break) • Action: Organising group to review pricing/supplier, coordinate event via Whatsapp • Action: KS to ask LH to check stock sell by date, add stock to sale.
<p>2. Bar (school production, Footloose)</p> <ul style="list-style-type: none"> • CM to coordinate bar rota. • Action: CM check LH able to purchase stock
<p>3. Quiz night</p> <ul style="list-style-type: none"> • Discussion – given issues with ticket sales at band night/ball, is it best to focus on this fun/informal type of event in future (low cost, lower outlay)? Have a good blueprint and could host more than once a year with a different theme. Oktoberfest? • Agree: party night on pause for time being. • Action: NM check Hex/Mr Hayes' availability for 31st Jan or 7th Feb (latter more likely)
<p>4. Santa Float</p> <ul style="list-style-type: none"> • CM like to lead
<p>5. High Legh Sunday Teas</p> <ul style="list-style-type: none"> • RH has requested 2 dates next year - allocated dates TBC. Note need to drive LHS parents to this event to maximise fundraising (bakers and buyers).
<p>AOB:</p> <ul style="list-style-type: none"> • Curry night - national curry week is 5 Oct – potential for an Autumn event? • Action: Add to next meeting agenda • Student volunteering credit for taking part? <i>Update: NM since confirmed - unfortunately, students can't use volunteering hours for the PTA towards their DoFE Awards. It has to be a regular commitment.</i>

**NEXT MEETING: MS TEAMS
MONDAY 11th NOVEMBER, 6.30PM.**
