



Farnborough Primary School PTA

Annual General Meeting

Wed 1 November, 7:00pm; held in school

MINUTES

Present: Gail Hayes (Chair), Nicola Truong (secretary), Claire Browne (Head), Angela James (Head), Laura Mansfield, Emma Daldorph, Kath Barclay, Vicky Cheeseman, Katy Herbert, Claire Diamond, Lizzie Robinson, Elani Stanton, Steph Baker, Anne Pearce, Steve Pearce, Dawn Springsteen, Alix Duplock, Iain Purchase, Gavin Halil, Carla Cullinane, Nicola Turner-Ho, Lucy Hawkins, Gloria Redwood-Sawyer, Nicole Frue, Jen Henson, Natalie Pearce.

Apologies: Cathy Macpherson, Gemma Neville, Katerina Strelcova, Angela Righelato, Kirthika Dhanash, Tania Todd

1. Welcome – Gail Hayes, Chair

Gail introduced herself and the role of the PTA. She confirmed that the meeting was quorate and thanked everyone very much for attending.

2. Welcome from the School – Miss Angela James/Mrs Claire Browne

Mrs Browne thanked the PTA for their hard work for the school.

3. Minutes of the 2016 Annual General Meeting – Gail Hayes

The minutes of the 2016 AGM were agreed as accurate.

Gail noted that we do not meet the threshold for having our accounts independently audited, as previously thought.

4. Chair's Report – Gail Hayes

Gail noted that we had held an Extraordinary General Meeting in Feb 2017 to move from being the Association of Parents and Friends to being a PTA. We have adopted the PTA UK model constitution, bringing our governing document up to date.

During 2016-17 we raised £14,300, and donated resources worth £19,760 to the school. Gail thanked the committee for their hard work this year, particularly Elani Stanton and Natalie Pearce who are stepping down from their roles.

A full copy of the Chair's report is attached.

5. Treasurer's Report – Natalie Pearce, Treasurer

Natalie gave a thorough breakdown on the funds raised, expenditure and profit for 2016-17.

A full copy of the Treasurer's Report is attached.

6. Election of Committee Members – Gail Hayes

Gail Hayes noted that our constitution states that we must have double the number of committee members at any AGM to ensure it is quorate. With this in mind, we are reducing the number of committee members. Nicola Truong stated that all school parents and staff are automatically members of the PTA. All are welcome at PTA Committee meetings and the communication loops (e.g. email group, WhatsApp group) are open to all. The Class Reps are doing a fantastic job at ensuring parents across the school are engaged in our events and sharing out the workload.

The current committee stood down their positions.

Gail Hayes was nominated as Chair by Nicola Truong; seconded by Elani Stanton

Laura Mansfield was nominated as Vice-Chair by Gail Hayes; seconded by Steph Baker

Steve Pearce was nominated as Treasurer by Gail Hayes; seconded by Lizzie Robinson

Nicola Truong was nominated as Secretary by Gail Hayes; seconded by Natalie Pearce

Lizzie Robinson was nominated as Committee Member by Elani Stanton; seconded by Gail Hayes

Steph Baker was nominated as Committee Member by Lizzie Robinson; seconded by Gail Hayes

All those present voted in favour of these committee members.

7. Any Other Business

No other business was raised.

8. Meeting Close at 7:30pm