



**ANNUAL GENERAL MEETING MINUTES
(Charity Number: 273295)**

Monday 18th October – 7.00pm

ANNUAL GENERAL MEETING Minutes

Present: Debbie Canner (DC), Harry Page (HP), Jess Oliver (JO), Victoria Kirkman (VK), Tracey Grove (TG), Alexandra Hobbs (AH), Gemma Hill (GH), Dawn Clacher

Attendee's total - 38

1. Welcome & Apologies of Absence

VK welcomed everyone to the PTA AGM. As East Sheen Primary School PTA is a registered charity it is legally required to have an annual AGM.

Nikki Dawson apologised for being absent.

2. Minutes of the AGM

VK announced that all attendees were given copies of the 21st January 2020 AGM minutes and financial headlines for year ending August 2021.

VOTE CARRIED to agree receipt of AGM Minutes from 21st January 2020.

No matters arising from the minutes.

3 Chair's Report 2020/2021 - VK

With the support of the whole school and the local community we have raised an amazing **£32,081**

Fundraisers included:

- Coffee a week campaign £10,710
- Easyfundraising £1,029
- Quiz night £4,209
- Teachers gift list £4,354
- Phoenix Magazine £183
- Summer Fair 2021 £11,252
- Uniform revenue £344

Thanks from the outgoing chairs:

ESPS PTA, East Sheen Primary School, Upper Richmond Road West
London, SW14 8ED
President: Debbie Canner (Head Teacher)

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- Without the support of you all, the staff, governors, parents, carers and children our PTA would not be the huge success it is.
- A special thanks to the Chief Reps - Ruth Roberts, Cat Ivison, Rachel Lampowski and all of the Class Reps for their continued support through a challenging couple of years.
- We could not have managed without the support, help and knowledge of Marie Hambridge, and Becky Webster.
- We have enjoyed our time as your co-chairs, and are very excited to have passed the role onto the very capable hands of Dorothea Georgiadou, Basak Yagci, Daniel Guzman, and Justyna Sandomierska-Wasik. Andrew Young will now take on the treasurer role and has passed his auditing responsibilities to Paul Wickman.

4. Treasurers Report for the year ending 31st August 2021 - Tracey Grove

TG went through the fundraising expenditure for the school 2020-21.

We started the year with a healthy bank balance of **£21,748**.

Over the year the total amount raised was **£32,081** - the key amounts raised were:

- Coffee a week campaign £10,710
- Easyfundraising £1,029
- Quiz night £4,209
- Teachers gift list £4,354
- Phoenix Magazine £183
- Summer Fair 2021 £11,252
- Uniform revenue £344

Over the year the total expenditure was £19,066 the key amounts spend were:

- Book purchases £797
- Gardening / grounds £1,168
- General expenses £953
- Head teachers fund £1,500
- Ipads and covers £5,138
- IT Software and consumables £96
- ParentMail expense £7
- Playground Improvement £1,600
- Quiz expenses £177
- Summer Fair Expenses £405
- Uniform Expenses £1,526
- Whiteboards £5,700

5. Election of Officers and Trustees of the Committee

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- The following have resigned Victoria Kirkman, Nicola Dawson, Gemma Hill, Alexandra Hobbs, Jessica Oliver and Tracey Groves.
- Co-Chairs elected:- Dorothea Georgiadou, Basak Yagci, Daniel Guzman, and Justyna Sandomierska-Wasik.
- Treasurer elected:- Andrew Young
- Independent Auditor of Accounts elected:- Paul Wickman
- Votes for the new PTA Co-Chairs, Treasurer and Auditor to be elected - **VOTE CARRIED.**

VK gave thanks to Charlotte Roben and Alex Watson-Jones for taking over as Chief Reps, to Dawn Clacher for her continued role as Teacher Representative and to Paul Wickman for being our Independent Auditor of Accounts.

6 Fundraising requests

VK stated that any funding requests over £5k need to be approved at the AGM.

DC proceeded to go through the new funding requests from the school:

- ICT - Laptops x 5 £2700
- Computing trolley £1500
- Beebots x 12 £700
- Micro:bit starter kits £600
- Reception outdoor play equipment £1247.42
- Class 4G – Bean bags and cushions £100
- Geography – OS symbol cards £14.99
- Geography – Compass pack (10) x 3 £44.97
- Curriculum – decodable reading books £3115
- Spelling Shed Subscription - £400
- Science assembly and 2 days workshop combating climate change £1140
- Restock of teaching kitchen £250
- Year 6 Hoodies £584.28

Additional items that didn't have final costings at the time of the AGM, but were approved in principle:

- Wellbeing hub / intervention room – awaiting costings
- New stage / lighting – awaiting costings

Total **£12,556.66** (excluding the additional items)

VOTE CARRIED to support all funding requests

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DC detailed the annual commitments from the PTA 21/22:

- Head teachers fund £1500
- Year 6 leaving gifts £700
- Kitchen cleaning / maintenance £300
- Gardening maintenance £2,500

Total **£5,000**

DC thanked the PTA for the important work that they do and welcomed the new team.

7 Any other business

Close of business - **VK** thanked everyone for their time and closed the AGM at 19:34

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