



AGM

06/02/2024

Minutes

Meeting opened at 6.30pm

Staff present – Alan Salt, Principal, Sam Battershall, Deputy Principal

Committee Members Present- Lisa Lessware, Chair, Susie Hall, Secretary

1. Finance Update

LL outlined financial position

£5582 raised (£3717 previous year)

£8484 spent (£5942 previous year)

We are in a good position but need additional fundraising activity this year so we can meet funding requests from school

2. Board Positions

LL proposed changes to Board Members

LL stood down as Chair, nominated for Treasurer. LL outlined suitability for Treasurer role including accounts and business experience.

Vote – Carried by majority present. LL appointed as Treasurer

Matthew Jenvey nominated as Chair. MJ outlined suitability for role including being Director of local business, previous fundraising experience, local knowledge and networks.

Vote – carried by majority present. MJ appointed as Chair

Kirsteen McNish nominated as Events Lead. SH Outlined KM suitability for role including arts management experience and large-scale event production, plus contacts with local artists and creative organisations.

Vote – carried by majority present. KM appointed as Events Lead

3. Events Calendar

SH outlined PA Bar dates at Performing Arts events as requested by school

- Wednesday 20th March – Spring Show – Organised by Performing Arts
- Tuesday 26th March – Connections Home Performance – organised by Performing Arts
- Wednesday 3rd July – Summer Festival

SH reported that we now have a group of volunteers for Bar staffing and so we can commit to putting a bar on at the above events, and applying for TENS Licence for each event.

AS highlighted induction events where it would be good to have PA rep present – to welcome and introduce new Year 7 parents and engage them in PA and fundraising activity

- Tues 12 March, 6- 7pm
- Tues 2 July, 3.45 – 5pm

Agreement that PA rep would be present and new welcome letter sent to SB/ AS for inclusion in Welcome Pack

4. Proposed Events

SH raised other possible fundraising or social events – such as Quiz Night - that we may be able to put on next year as we now have Events Led and more volunteers.

AS raised Fireworks Event. School supportive if PA would like to take forward once again.

General agreement that re-starting Fireworks event would be popular, but needs careful planning and management to ensure it can make rather than lose money, and is safe and well organised. AS suggested contacting Town Council as Fireworks were perceived as 'Town' event (even though run and financed by PA) to see if they would support. AS passed on email details of previous Treasurer who led on Fireworks planning. MJ put himself forward to explore possibilities.

5. AOB

KM asked about putting on arts and music events – AS suggested contacting SB

Question from member regarding how funding applications are made and decided upon. LL explained process of filling in form and submitting via staff, and committee vote. Suggestion for Diversity Training and Painting of School buildings.

AS thanked PA for supporting school and students, and recognised hard work of members in putting on events etc. Much appreciated by school.

6. Meeting Adjourned by new Chair MJ at 7pm.