



AGM Meeting minutes

6th October 2021

Present: Cassie Bodman-Knight, Nicole Ruby, Rachel Hull, Natalie Davis, Lynne Mullaney, Krist Gubbins, Karen Coles, Beth Renshaw, Ellie Cattell, Katie Letts, Jen Davidson, Kerry Morris, Emmet Swinburn, Sharon Radcliffe, Steve Hunkin, Claire Boyd, Katy Frost.

Apologies: Gemma, Karlene, Anna, Michelle, Sana, Uli.

1. Mrs Bodman-Knight (CBK) **welcomes attendees & 5 new members.**

CBK discussed what PACT has provided the school with this year & the fundraising events that took place (including virtual events). CBK thanked PACT. Please see Treasurer's account summary for the full list.

2. Sharon (SR)- Went through the **Treasurer's account summary**. Opening balance £8160.83, closing balance £5017.60. Taking into account outstanding invoice for Penny wars vessel, earmarked money for garden project & agreed £1000 buffer to remain in account, funds available are £3467.60. Thank you to everyone who has supported us throughout the last year.

3. **Election of members**

Chair- Emmet stepping down

Secretary- Gemma stepping down

Katy (KF) asked for any volunteers for Chair, no one came forward. KF put herself forward- Emmet & Sharon voted KF in.

No one came forward for Vice Chair- decided to remove this position, unless anyone who did not attend wants to put themselves forward?

Sharon -Treasurer -happy to remain. Voted in by KF & Ellie.

Claire- Vice Treasurer- happy to remain. Voted in by KF & SR.

Secretary- Ellie put herself forward. KF & SR voted her in.

Agreed to aim for a Co-ordinator/s & teacher rep for each event.

Will use our checklists for each event to get members to take on a role each, eg. Collecting food items for disco.

4. **Trustees**

Emmet being taken off list of Trustees. Ellie being added. SR to sort.

5. CBK discussed **school wishes-**

Out of School budget:

- Updating phonics- new DfE requirements.
- Purchasing 15 child laptops.
- Replenishing & extending resources for topics.
- Happy Puzzle day- brain training activities- booked for in a few weeks' time.
- Classroom lights.
- Upgrading PE equipment.

School Wishes from PACT:

- Virtual panto- ice creams.
- Supporting sports day.
- Indoor & outdoor games for playtime (these are being funded by Frozen Friday/Wednesday stalls & cake sales).
- Caged areas on field to be improved- seating/sensory areas/herbs.
- Target games on caged area fences.
- Life education visit- Sept 2022.
- Summer fun day 20th July 2022- discussed that this needs to be planned further in advance this time, many equipment hire companies that we enquired with for last fun day was already fully booked up. Steve volunteered to arrange archery. Discussed the need for a few calmer indoor activities in case it is a particularly hot day again.

6. Planned events

We will plan for a “normal” year, if Covid results in cancellations we will rethink & plan some virtual & Covid friendly events.

List of events & dates in meeting minutes from 8th Sept 21.

7. Halloween disco plans:

Volunteers list:

Set up 3.45 onwards- Katy & Steve. Jen setting up tables during school time.

KS1: 4.45-6pm:

Steve

Kerry

Nicole

Krist

Rachel?

Michelle or Paul

Natalie’s husband (if any more volunteers needed)

4 teachers (Mrs Coles- cooking)

KS2: 6.15- 7.30pm:

Karlene

Steve

Melissa

Els?

Lynne/Dan

Michelle

4 teachers

8. Half term Halloween trail

Each class to make a Halloween picture, PACT to put posters together with letter to spell a word (aimed at KS1) & a question or clue (for KS2). Claire having a think of ideas.

Claire to put message on Facebook asking for volunteers to place Halloween posters in their windows or front gardens around the estate- for the half term week. Each household can then keep an eye on their poster- no need for PACT members to walk around estate checking that posters are still up!

KF looking into choc prize options.

9. **Other planned events this year-** Nativity- serving mulled wine/mince pies?
- Ice creams for panto.

10. **Christmas Fair-** 3rd December, 2.30- 5pm.

Anyone have any useful contacts for companies that may donate a raffle prize? Or any ideas for external stalls that we could book?

Volunteers so far:

Katy

Jen

Natalie

Kerry

Teacher rep: Miss Letts

Jen to book Santa & speak to Mrs Church regarding a cake for Guess the weight of the cake.

11. Discussed **Grants** that we can apply for from supermarkets.

- Co-op- Missed this year's. Next applications next spring.
- Tesco
- Asda

Still looking for a couple of volunteers to work with school & obtain 3 quotes for various ideas, eg. Terraced garden for herbs? Speak to KF if interested.

12. Thank you to Emmet for his hard work!

Thank you to our new members who have already volunteered for several events!

Next meeting: Trading Post Tues 2nd Nov, 7.30pm.

P.S. Katy has set up a volunteers group attached to our Facebook page. This gives people the opportunity to volunteer for a particular event when a "shout out" goes out for help, without the need to commit lots of time to meetings, etc.

Please join the group if interested! We could not put these events on without the support of parents & carers.