

## Friends of Queens Road Academy

### AGM Agenda 2018



Item	Description	Responsible
1	Welcome and introductions	Chairperson / Vice Chair
2	Apologies for absence	Secretary
3	Acceptance of minutes of previous annual general meeting	Chairperson / Secretary
4	Review of actions from previous annual general meeting	Chairperson / Secretary
5	Chairperson's report	Chairperson
6	Treasurer's report & acceptance of financial statements	Treasurer / Secretary
7	Election of Executive Committee	
8	Acceptance of new general committee members	Chairperson / Vice Chair
9	A.O.B	Chairperson / Vice Chair
10	Meeting close	Chairperson / Vice Chair

#### **1. Welcome and Introductions.**

15:35 - New members introduced to the existing members.

#### **2. Apologies for absence**

Joy Dutton

#### **3. Acceptance of Minutes from Previous Annual General Meeting**

Minutes accepted by Tracey Baker and Seconded by Nicky Sefton.

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#### **4. Review of actions from previous meetings.**

Agreed that the previous PTA was disbanded and a new body set up.

#### **5. Chairperson's report.**

Chairperson resigned from the role as no longer able to get to all meetings due to work commitments.

#### **6. Treasurer's report**

October Disco - £172.14 profit.

Christmas Fair - £181.64 profit.

Paid for pantomime and books.

Opening balance: £1368.40 – around £1000 to be put in the bank.

Sheds to be stocked.

Shop around for the bank account.

#### **7. Election of Executive Committee**

Chairperson – Misha Carter

Vice-Chairperson – Tracey Baker

Secretary – Alexa Brammer

Treasurer – Nicky Sefton.

Vice-Treasurer – Joy Dutton

Minutes Secretary – Anthony White

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#### **8. Acceptance of new general committee members**

Laura Hird, Lynette Kilburn, Sue Micklethwaite, Becca Jank, Geri Johnson, Ruth Scarfe.

#### **9. A.O.B**

A PTA page has been set up on the school website for parents to access with the information and policies.

Survey to be set up electronically and publicized at parent's evening and on the PTA Facebook page.

All communications to go through the PTA page – Only for PTA issues and not whole school issues.

Christmas tree donated from ASDA, Barnsley.

Easter Raffle to be carried out as usual – letters to be sent out requesting donations for prizes. – Eggs and chocolates as prizes – Drawn 22<sup>nd</sup> March 2018 – RS to sell tickets before school. AB to do posters and send donation letters.

Summer fair to be organized at the next meeting – date set for Tuesday 3<sup>rd</sup> July – 1:30 set up to open at 2:30pm. Year 6 to help set up and run. TB to advertise for Summer Fair stalls.

Comments about the Christmas fair stalls – Avon and Temple Spa stalls direct sales, not for children.

New boiler to be bought - NS to price one up.

Next Meeting – Tuesday 6<sup>th</sup> March.

#### **10. Meeting Closed**

Meeting closed at 16:25