

Carlyle Infant School and Nursery

Parent Teacher Friends Association (registered charity number 1022296)

ANNUAL GENERAL MEETING

2.15pm Friday 6th October 2017, Carlyle School

ATTENDEES

Shabana Sadiq    Barbara Taylor    Mrs. Besenzi    Ruth Doneva    Ian Robinson  
Jenny Hicks    Debz Smith    Mrs. Roebuck    Nicci Robinson    Mrs. Hitchcock

Various parents were also in attendance.

MINUTES

1. Mrs. Besenzi welcomed the parents attending the AGM and introduced the PTFA committee, and gave thanks to the PTFA for all their continued hard work and explained that without this support the school would not have the additional enrichment resources that the PTFA is able to fund.
2. Apologies for any members absent received from Rosie Marshalsey.
3. The minutes of the last AGM (23rd September 2016) were approved.
4. The PTFA committee briefly introduced themselves.

Shabana Sadiq (Chair)

Jenny Hicks (Treasurer)

Barbara Taylor (Secretary)

Debz Smith (Committee Member)

Shabana also explained that Ruth Doneva, Nicci Robinson and Rosie Marshalsey have all approached the PTFA prior to the AGM and volunteered to join as Committee Members.

5. Shabana gave the Chair's report (see attached).
6. Jenny gave the Treasurer's report (see attached).
7. Jenny asked whether anyone was able to act as Independent Examiner for the PTFA's accounts for 2016/2017. No-one came forward.
8. Election of Committee Members.

Jenny explained that the committee was prepared to continue in their existing roles but were also happy to stand down if anyone wanted to take on the role, or share the role if someone wanted to take on a vice role. No-one came forward so the committee agreed to continue unchanged.

In summary, the committee comprises of Shabana Sadiq (Chair), Jenny Hicks (Treasurer), Barbara Taylor (Secretary), Debz Smith (Committee Member), Ruth Doneva (Committee Member), Nicci Robinson (Committee Member) and Rosie Marshalsey (Committee Member).

9. Any other business (AOB) - An appeal for school governors was made by Ian Robinson.

## Chair's Report for 2016/2017

I would like to begin by congratulating all the PTFA helpers and staff members on a successful year. I joined the PTFA last year and we were a team of only 4 members (including myself). Lisa was a huge help last year and we were sorry to see her leave. I am very grateful to Barbara, Jenny and Debbie in their roles of Secretary, Treasurer and PTFA member. Without their hard work, commitment and dedication and our many other volunteers, the PTFA could not have continued. We have had a great sense of team spirit which we are proud of considering we were such a small team and 2 of us were new to our roles.

There were also many other changes this year inc:

- \* Mrs Smith was appointed as Acting Head to cover Mrs Besenzi's maternity leave.
- \* Renovation of the caged area to support the forest school philosophy.
- \* New funds raising ideas, eg Christmas cards.
- \* Sensory Room that was partially funded for by the PTFA.

So well done to everyone involved in the PTFA – staff and parent helpers – for still managing to put on many events, having fun and making money for the school.

On behalf of the PTFA I would like to welcome Ruth, Nicolette and Rosie to the PTFA.

I would like to encourage anyone considering helping out on the PTFA, either as a committee member or a more occasional helper. It is a great way to get to know other parents better, members of staff and to find out more about what happens at your child's school.

For me the most rewarding part is always seeing the children enjoying the events we put on. Whether it is children making a craft as a mother's day present, dancing at the school disco or taking part in things at the summer fair it is always lovely to see their enthusiasm and excitement at these events.

Of course the money we raise is vital to the school to provide those extra things that might not be possible otherwise, such as the Christmas pantomime, the activities during STEM week and funding of coaches for school trips, contributing towards in-house entertainment for the children and outdoor play equipment.

I am sure the PTFA will continue to do good things for Carlyle Infant & Nursery School.

## Treasurer's Report 2016/2017

We have had a successful year and made approximately £3,140 in profit.

Current account = £3,352

Savings account = £1,804

(Note this allows for money transfer from savings account to the current account to fund the outdoor resources.)

We have held sales of second hand uniform, half term activities such as the fireworks art competition and word search. Key fundraising events have been the Secret Santa, Christmas Fair stall, glow disco, Mother's day crafts, the Summer fair and non-uniform day.

We have spent money on supporting the children by funding:

- Pantomime (£550)
- TV licence (£150)
- School Christmas disco and gifts (£250)
- Equipment for the sensory room (£250)
- Coach hire for year 2 to see the pantomime in Derby (£150)
- Chicks for schools (£270)
- Owl art sculpture (£300)
- Jumping clay year 2 (£100)
- Year 1 music day (£115)
- Year 1 coach trip to monkey forest (£375)
- Nursery and reception music day (£300)
- End of term bouncy castle (£175)
- Outdoor equipment and resources (£1,894)

Plans for the coming year are to continue to support the school e.g. pantomime, coach trips, TV licence plus additional requests as they arise.

The funds in the savings account are to be put towards outdoor equipment (shade and other items required by the school).