

**PARENTS, TEACHERS, FRIENDS ASSOCIATION OF
CHIPSTEAD VALLEY PRIMARY SCHOOL**

ANNUAL GENERAL MEETING (AGM)

MINUTES OF MEETING HELD ON MONDAY 29 MARCH AT 4.00PM via TEAMS

Attended By: Clare Rackham, Vikki Pope, Adam Hill, Shelly Rowe, Claire Matthias, Julia Orr, Denise Rowden, Sarah Taylor, Amy Standish, Sarah Potter, Katie Fortune, Jess Dixon, Rebecca Cherot, Ruth Mighalls, Tom Porter, Rebecca Herrera, Samara Gray, Hannah Harding, Ellie Stevens, Lisa Mansfield, Jenny Allen, Anna Spyrou, Andrea Knowles, Catherine Tully, Jo Dobson, Jo Cresswell, Kim Walker, Kris Nagamootoo, Luke, Helen Pierce, Stella Michael-Sargeant, Ayesha Uddin, Vickie Hollis & Agneta Rosewell

Apologies: Mrs Brooks

1) Welcome

Clare Rackham welcomed everyone and thanked both parents and staff for attending the AGM via Teams.

2) Minutes Agreed

The minutes of the last AGM on Tuesday 26 February 2019 were agreed as accurate and quorate.

3) Chairs Report

Clare Rackham outlined the unfortunate effect that Covid has had on the PTFA during the past year in that we have not been able to run the normal annual events for the children such as the Summer and Christmas Fairs and discos. We have continued to operate the My School Lottery and Amazon Smile fundraising as these are not affected by Covid.

During the last year, the PTFA have fully funded the outdoor reading garden, some outdoor equipment, Christmas crackers for the children's lunch and a donation towards last years Year 6 Leavers Party. Moving forward, the PTFA have agreed to donate £25,000 over the course of the next couple of years to fund the proposed new school library. £1,200 has been agreed to be donated for the 2020 Year 6 leavers party, this increase reflects the 3 form year group.

In June last year, we were very lucky to have Adam Hill co-opted on to the committee as the PTFA Treasurer and he has worked incredibly hard to bring the 2018, 2019 and 2020 accounts up to date and sincere thanks was given to Adam for this.

4) Treasurers Report

Balances of accounts were confirmed as:

PTFA Current Account:	£8,756.53
Savings A/C not confirmed	£4,495.84
Total	£13,252.37

2018 Accounts

Total income £48,234

Total expenditure £72,851 (£41k spent on items for the school, £29k for the digiverse)

Cash balance £26,569

2019 Accounts

Total income £43,124

Total expenditure £34,976 (£15k spent on various items for the school)

Cash balance £34,726

2020 Accounts – unaudited

Total income £8,055 .This has been heavily impacted by COVID19 and the ability for the PTFA to hold fund raising events

Total expenditure £30,971 (£25k for the reading garden)

Cash balance £11,814

5) Appointment of Independent Examiner

Hakim Fry Chartered Accountants in Epsom will continue to audit the PTFA accounts.

6) PTFA Positions/ Posts

Applicants/ proposals were requested for the following roles and agreed as follows:

CHAIR **Clare Rackham**, no objections

VICE-CHAIR **Vikki Pope**, no objections

SECRETARY **Shelly Rowe**, no objections

TREASURER **Adam Hill**, no objections

COMMITTEE MEMBERS **Claire Matthias**, no objections
Denise Rowden, no objections
Julia Orr, no objections

New Committee Member: **Sarah Taylor**, self nominated and 2nd by Shelly Rowe

TRUSTEES All the above-mentioned 8 committee members now formally become trustees of the PTFA.

7) AOB

Clare Rackham gave thanks to Sue Seegobin, Sue Griffiths and Sally Calder who have now formally stepped down from the committee and thanked them for their time and commitment to the PTFA over the past few years. Clare also thanked all staff and parents for attending the meeting and for all their hard work in the previous year.

She also stated that at present it was impossible to commit to organising any PTFA events until future Covid restrictions are either lifted or guidance for schools is clearly outlined.

The meeting closed at 4.15pm.