

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

ANNUAL GENERAL MEETING (AGM)

MINUTES OF MEETING HELD ON THURSDAY 31 MARCH 2022 AT 3.30PM KS2 HALL

Attended By: Clare Rackham, Vikki Pope, Shelly Rowe, Julia Orr, Rosheen De Sousa, Hannah Harding, Samara Gray, Lara Westcott, Rebecca Cherot, Ruth Mighalls, Sarah Potter, Martyna Noward

Apologies: Claire Matthias, Sarah Taylor & Rob Watson

1) Welcome

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

2) Minutes Agreed

The minutes of the last AGM on Monday 29 March 2021 via Teams were agreed as accurate and quorate.

3) Chairs Report

Clare Rackham outlined that it had been another interesting year for fundraising due to Covid but that the PTFA had managed to hold a successful Winter Bazaar in November 2021 and that the PTFA Christmas Cards had also been produced by the children and Bag2School had taken place. The PTFA held their first in person meeting in March 2022. The Circus is booked for May 2022, the Summer Fair is booked for June 2022 and it's been agreed that a Quiz Evening will take place during the Spring Term.

The PTFA is looking to be heading back into normal fundraising/ school community mode which is fantastic for the school and the children/ their families.

4) Treasurers Report

Balances of accounts were confirmed as:

PTFA Current Account:	£16,122.30
Savings A/C not confirmed	£4,496.28
Total	£20,618.58

2020 Accounts – Audited

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

2021 Accounts – To be finalised and Audited

These will be confirmed at the next AGM which will be before an ordinary PTFA meeting.

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 **Rob Watson**, Proposed by Clare Rackham, 2nd by Vikki Pope

COMMITTEE MEMBERS
Sarah Taylor, Proposed by Hannah Harding, 2nd by Lara Westcott
Denise Rowden, Proposed by Lara Westcott, 2nd by Rebecca Cherot
Julia Orr, no objections

TRUSTEES All the above-mentioned 7 committee members now formally become trustees of the PTFA.

7) AOB

Adam Hill has now formally stepped down from the PTFA as Treasurer and special thanks was given to him for the hard work he has put in over the last couple of years to bring the accounts up to date. Claire Matthias has also made the decision to formally step down as a Committee Member although she will still remain active in helping the PTFA, thanks was given to her for her support of the PTFA over the last few years.

Thanks was given to the PTFA by Rebecca Cherot for releasing the Class Stall Winter Bazaar money to each class, allowing them to choose books for their own classes which the children absolutely loved doing.

The meeting closed at 3.45pm.