

Friends of Mill Hill Primary School

AGM Minutes

July 11, 2014

Present: Jenna Ford – Chair
Natasha O'Connor – Secretary
Jackie Howard
Vikki Miles
Jenevieve Pridgeon
Yvonne Dixon

Apologies: Tracie Jackson
Kelly Prior - Treasurer

Welcome and Reflection of Past Year

Jenna Ford welcomed everyone to the meeting and thanks were given for everyone's attendance. We have had a good year of fundraising through various events and have raised in total approximately £3,000. We have purchased new bespoke curtains, picnic benches, playground boxes, table tennis tables, to name a few items.

Summer Fair

The summer fair was a huge success with a record number of visitors attending from all over the area. The funds raised have allowed us to purchase personalized sports kits (the t-shirts have arrived and Jenna will be purchasing black shorts to go with these). We have also bought hi-viz jackets for when the children go on outings by foot, as requested by Peter Leonard, former Head of Mill Hill, prior to his departure. Mrs Pridgeon and Mrs Dixon mentioned that there is a cupboard next to the Friends cupboard which has items of clothing in and believe that we may have some of these already. The Friends will look into this further. If the case is we have hi-viz jackets already then we will look into returning the ones we have ordered.

Accounts

The accounts have been put into order by Vikki, but Statement 25 is missing and we are awaiting June's statement to be able to finalise these and bring them right up to date. Discussion of whether we can get a debit card for this account so that members of the Friends don't have to use their own personal cash/debit/credit cards to purchase items and then seek repayment by cheque from the Friends account. Mrs Pridgeon also suggested setting up online banking.

Election of New Committee Members

Natasha O'Connor – chair
Vikki Miles – vice chair
Jenna Ford – secretary
Jacqui Howard – treasurer

Whilst these are the new positions from September, members will take on the title of their new role from today to allow for preparations of new parent meetings, etc, the first week back to school.

Kelly has decided to take a step back from the PTA for a year due to personal reasons. Everyone wished her well.

It was agreed that we would extend the phrase "PTA" to PTFA" to include the wider "Friends" who attend to help out at events, including family members of the PTA, to allow for recognition for the help and assistance they give. They will be invited to future meetings and will be kept updated via Facebook and the website.

After the AGM Vikki attended on Jacqui and handed over the accounts. Discussion with Jacqui about changing the account signatories and looking into getting a debit card.

Dance Club

Dance clubs started out with a huge number of attendees but this petered out towards the end. It was agreed that Daysie Ede would continue the dance club in the new school year, and we will hand this task over to her as her role of a Friend of Mill Hill, to organize how she feels it should be. Agreed we would make a small charge for this after school event of 50p a session, with 4 weeks (maybe a whole half term) payment in advance. Short discussion about whether it would work better as a lunchtime club but it was agreed there would not be enough time.

New Parents Meet and Greet

To allow us to meet new parents and let them know who we are, what we do, and how they can help, it was agreed that during the first week of school (the week of the 8 September) we will arrange a meet and greet at about 2.45 pm (later changed to 2.15/2.30 pm) on a date to be agreed where new parents (and indeed existing parents) can come along, have a cuppa, meet the new committee, and find out how they are able to help. Tasha then discussed later with Vikki and Jenna that it may be worth considering 2 dates: one as above and the other an early morning breakfast (8.15 am) for those parents who are unable to make a meeting in the middle of the day, as from experience Tasha indicated as a parent she is not always able to attend afternoon meetings. Tasha will draw up a letter and hopefully get this to new parents at their home visits.

Disco

After a rocky start at the beginning of the week with a poor response to the school disco, it is still going ahead with now over 70 children responding. We have made our money back on the DJ and everything we sell at the event will be able to go towards our next project. All help is greatly welcomed at these events.

Future Projects

Mrs Watts has approached the PTA and asked for assistance in purchasing new books to assist with the children's reading and learning. A letter and sample of books is available for Friends to view. Mrs Watts has asked for assistance in raising £1,000 for these books. It was agreed that the Friends are unable to give the whole amount, and confirmed profit from the disco and shopping evening would go towards this project. The Friends have purchased loom bands for the children to make and sell at an after school sale to help towards raising money for this request.

Mrs Gardiner has also approached the Friends to seek assistance in purchasing “buddy stops” for the break and lunchtimes, so that if children need assistance of a playground buddy, they can go to the buddy stop where a buddy will see them and go and help. It was agreed that the design that the children have made could be laminated and put onto a wooden post, which Ken Barley (Tasha and Jenna’s granddad, and now an automatic “Friend” of Mill Hill) could be asked to design and make.

The shopping evening has been booked for 24 October from 6-9 pm with a steady flow of booking forms coming in already. Pitches are charged at £8 per table and £5 per additional table, and a donation to the raffle to be drawn on the night. We will set up the Facebook event page nearer the time and seek volunteers to help out. Last year entrance was free but this year we are going to charge a small fee for entry, say, £1.50 per adult, with a free glass of bucks fizz or cup of tea. Tickets can be purchased in advance - further consideration will be given to this point.

The Christmas Fair has been booked for the 22 November from 11 am – 2 pm. Further details will follow for this event.

Mrs Pidgeon suggested various advertising mediums, including Net Mums, local nurseries and child minding groups. Tasha also suggested Stall Finder on the internet.

Playground Tubs

Mrs Dixon said that some items in the playground tubs have gone missing, due to being lost in bramble bushes, etc. Some items have not been looked after. There was a discussion about replenishing these boxes for the new year to include new tennis balls, possibly more basket balls, and suggestions from other Friends welcome. Jenna will look into this.

Next meeting – Date to be confirmed for September 2015