

## Irthington Village School EGM and Committee Meeting.

Date: 16 May 2019

Time 19:00

In Attendance:

Diane Bryant – Chair (DB)

Lynne Harrison – Head Teacher (LH)

Sarah Patterson – on behalf of Ryan Patterson Treasurer (SP)

Rachel Smithson – Secretary (RS)

Julie Storr (JS)

Rachel Matthews (RM)

Lynn Little (LL)

Emma Chalmers (EC)

DB welcomed all to the meeting and outlined agenda

DB ran through a summary of current constitution:

The current constitution is based on a friends of committee

6 members must attend in order to be querant

2/3s of all attendees at meeting must be in agreement for decisions to be passed

Having reviewed the constitution DB and stated that this was outdated as it originally dated from 1983. DB said she has found that many committee meetings held in recent year had not actually been querant, therefore in order to ensure the committee met the legal requirements of a charity it was imperative that this was updated as a matter of urgency.

DB proposed the new constitution based on 2 committee members and other attendees could also attend. The committee members can be based on roles (Chair and Secretary) and therefore do not have to be named and who is carrying out each role can be decided at each meeting. 3 meetings will be held annually. In order to be Querant 50% of committee members must agree decisions. Functions to organise events etc will be delegated to sub committees. Authority may be delegated

The New constitution as prosed by DB was unanimously agreed and fully adopted by all attendees.

DB is to send the copy to the charity commission to update.

RS agreed to remain in her role as secretary. DB will remain as chair until September when a new chair will elected at the AGM.

Matters Arising:

- The Easter Coffee morning raised £362.65
- Suzanne Ackerly has agreed to take over from Fiona Todd to run the annual Easter egg hunt
- Jess Storey will run the chocolate tombola in future years.
  
- Air ambulance collection had been collected early in May there was a good response to this and we awaited the total.

- DB has set up a Whatsapp group for all parents to make PTA information more accessible. This has been successful and DB will send out further reminders for others who might want to join in upcoming correspondence.
- It was agreed that as all parents with children coming into reception currently have other children in the school the PTA do not need to attend the new starters induction

#### Treasurer Report:

- Current balance £3448.77 (£1000 match funding for new build is included in this)
- SP confirmed that Ryan Patterson is in the process of sumitting the annual charity commissioners report
- All attendees agrees that we required an update on the progress on the new build, if this is unlikely t happen the £1000 match funding will go back into PTA funds to go towards school maintenance

#### Matters for discussion

- DB has used an online template to draft some new policies, these will e uploaded on the PTA page on the school website.
- The attendees discussed whether we should run a sub committee for events. Was agreed this was a good idea but reiterated the need to attract new people to help to lessen the load for everyone.
- DB confirmed she has completed the terms of reference to e used moving forward.
- The attendees discussed the upcoming summer fairs. Various roles were agreed and all volunteers are aware of their responsibility to organise and set up their own stall.
- RM has ordered the tickets for the grand prize draw which will be drawn at the summer social. It was agreed that winners will pick their prize due to the diversity of prizes on offer.
- The Summer social was discussed. It was agreed this would e a BBQ EC said she would ask if we could lend the large BBQ from the village social committee. Agreed that event would be ticked to cover cost of meat and to allow for numbers to be known.

#### Opportunity for spending

- Painting School, Mrs Harrison had obtained 2 quotes for the whole school these came in at £3750 and £5000 and for just the Hall these came in at £700 and £1200. Mrs Harrison agreed to ask Phil Prince if he was able get a discount on the paint. The attendees agreed that we would fund the cost of the hall but that we would ask for volunteers to paint the rest of the school DB will include this in her next communication.

- DB said she was currently setting up amazon smile to raise extra funds and chasing up the coop community funding.

AOB

- Nothing Raised

Next meeting will e the AGM on 24 September 2019.