

**Meriden School PTA Minutes of the AGM**  
**Tuesday 1<sup>st</sup> November 2016**

1. Attendees

Emma, Megan, Stella, Marie, Kristia.

2. Apologies for absence

Nina, Hazel, Sarah, Rachel, Anita, Eleanor, Lisa.

3. Treasurers report

**Bank account opening balance at 1<sup>st</sup> September 2015** £5,343.02

**Bank account closing balance at 31<sup>st</sup> August 2016** £6,716.73

Unpresented Cheques £216.90

**Fundraising Activities**

Receipts of £17,312.97 (14/15 £13,975.67)

Costs of £6,943.12 (14/15 £5,739.13)

Profit of £10,369.85 (14/15 £8,236.54)

In 14/15, uniform showed a loss of £271.44 because £975.60 was not banked before the year end. In 15/16 a loss of £419.10 is reported. £1,422 was banked on 23/09/16, £490 of which was related to 15/16 July Sales.

Donations to school for the provision of facilities £8,982.56 (14/15 £7,130.10)

Total Payments were £15,925.68 (14/15 £12,869.23)

Megan made everyone aware:

In the Trustees Annual report for the Period:

Statutory declaration that states... The trustees have paid due regard to the guidance on public benefit issued by the charity commission when planning the activities for the year (that is Meriden School PTA's purpose is for the public benefit i.e. the benefit of all the children).

Summary of the main duties undertaken:

- Fundraising to enable goods and services to be provided to support the school and advance the education of the pupils
- Holding social events for parents and pupils to build and maintain the school community
- Developing and maintaining the school links with the local community
- Supporting the school to deliver its extended provision

Accounts to be independently examined and then published on school website.

#### **4. Committee member's roles.**

Agreed: to continue with roles: Chair- Emma, Vice Chair- Nina, Treasurer- Megan, Secretary- Hazel.

Proposal made to form new Vice roles for treasurer, secretary. To – form a legacy for new members taking on main roles and also to share workload.

#### **5. Committed spending 16/17**

The following spends are committed :

Mathletics £565

First aid year 6 £100

Year 6 Leavers £10 per head

Key stage 1, 2 and foundation years £300 each

? panto ice creams

#### **6. Any other business**

- Marie offered to take on Newsletter with support from Emma
- Kristia offered to do stock take of uniform to allow us to better monitor stock and accounts. Emma to liaise with office for this.
- Megan to close weather lottery account due to lack of interest.
- Thanks to Nina for continuing to act as staff liaison in school.