

AGM Minutes
10th October 2022

Location: Gillotts School A1
Time: 6:00

Attendees: Naomi Martin (chair), Caroline Jacobs (chair), Catherine Darnton, Richie Fraser, Nicky Jex, Amanda Booth, Jo Cole, Afsha Chughtai, Cassie Phillips.

Apologies

Denise Williams, Slavka Cox, Anita Grange, Margareta James, Steph Maxwell and Dalene Reyburn

Agenda points

1. Minutes from 2020 AGM - Agreed and passed.
2. Welcome -
Everyone was welcomed to the meeting and thanked for attending.
3. Chair Report - Naomi
The relaxation of the Covid restrictions have allowed us to begin to hold events again. BBQ was very successful, with record numbers and despite its main purpose being a social event for parents we made some money. Positive feedback was received, though the queues were quite long mainly caused by the number of people and only having 2 sumup machines. Card payments were popular. The PA will hold the first secondhand uniform sale on Friday.

Support for school events

In March we ran a bar for the Spectacular. This was well attended and we took card payments for the first time.

In July we provided refreshments for the Summer Concert. Unfortunately we were unable to source an alcohol licence in time. The new bar layout worked well (payment and both ends with the same items on the 2 halves of the bar, so the queue split into 2 directions)

Ongoing Fundraising

The PA will continue to support the school fund and promote Amazon Smile.

The Chairs thanked Catherine for her continued support, Denise for assisting the chairs when taking on the role, the site team for their support and Richie being treasurer.

4. Treasurer's Report

The PA has not spent any money this year other than to buy things needed to run the bars and BBQ. The Opening balance of the bank account was £7424.49 and the closing balance is £8903.64.

Switching to card payments has made the treasurer's role much easier because there is no need to source floats, count money and pay in cash to the bank.

5. Election of Officers

Richie resigned as treasurer and Jo Cole agreed to take over, with Ashfa helping out. . Richie will provide a handover and support. Naomi and Caroline agreed to stay on as joint chair for the next year. The following positions were not filled and an email will be sent to PA committee to give those not present at the meeting the option of taking one of the roles below:

Vice Chair

Vice Treasurer

Secretary

Vice Secretary

6. AOB

Catherine checked that we were ready to go with the uniform sale on Friday. It was agreed that we are.

Catherine mentioned the possibility of the PA funding or part funding some stage lighting/lighting rig which will be discussed at the next meeting.

Quiz - need to get going on sourcing prizes and selling tickets.

Quiz planning meeting 1st November, A1 at 6:00pm.

Meeting finished at 7:00