



# AGM

## Peover Superior Primary School PTA

*Monday 20<sup>th</sup> November 2017- Meeting called by Claire Sheehan (Acting Chair)*

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### Board members

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**Head** Mrs Lisa Hesmondhalgh

**Teachers Representative:** Mrs Amy Ellis-Stansfield

**Claire Sheehan** (Acting Chair), **Victoria Johnson** (Vice), **Claire Gardinor** (Secretary), **Sonya German** (Treasurer)

(All above positions are available as members will step down as per the constitution if a new applicant is received)

**Normal members** – 1) Emma Bagnall 2) Daphne Whiles 3) 4) **Kerry Leech** 5) **Katie Campbell**

6) Sam Whalley 7) **Kath Edgar** Highlighted members are lapsed members and their positions are available at the AGM (lapsed as per constitution attendance rules).

**Co-opted members** – 1) Kate Wadsworth 2)

3)

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### Reason for meeting – Annual General Meeting

Dear Parents and Carers,

It is now time for our AGM and we welcome everyone who is available to stay after school for a brief time on Monday 20<sup>th</sup> November. As always, we will keep this very short and sweet as we go over two key points as well as being presented by our treasurer with the accounts for the previous year.

#### Point 1 – To confirm new appointments within the PTA

- **Chair** - Claire Sheehan has remained as Acting Chair throughout the year due to no application at the last AGM and as yet, we do not have an application to take over from her this year. Should anyone be at all interested in the role for the coming year, please could you make it known to Claire in order to put the wheels in motion in preparation for the AGM. Claire will continue if an application is not received however it is to be noted that she **will** step down as chair at the next 2018 AGM and so.....
- **Vice Chair** – This position is also available to all parents and carers and the PTA would really welcome a new reception or class 2 representative to step into this role. It is key that we have a vice chair who has a view to eventually becoming the chair, as the PTA needs to constantly evolve. Therefore, a new parent to Peover school would be ideal as they bring with them new and fresh ideas! Victoria will continue in the role if no applications are received.
- **Treasurer**– This position is available to all. You will need to have a brief period of training / handover with Sonya German if you have not done this before. However this is not a role to be intimidated by, as Sonya will hand over everything you need to enable you to keep a record of our fundraising amounts and expenditure. We encourage interested parents to speak with Sonya so that they may understand what is required and to see if it is something they would be willing to do. Sonya will continue in the role if a new application is not received.

- **Secretary** – This position is open to all and would suit anyone wanting to get more involved in their child's school fundraising. Claire G will continue in the post if no applications are received.

We are also looking to bring in many new members to the general PTA specially to represent the new reception children and class 2.

DID YOU KNOW –

Our PTA is run mainly through a WhatsApp messaging group and we hold as few meetings as possible throughout the year.

The Chair, Vice, Secretary and Treasurer hold the meetings with the school whereby times and dates for events are decided and you wouldn't need to attend these meetings at all!! At these meetings the school request funds from the PTA and the PTA request approval from the school. We then feed this back to you via Whatsapp or in the playground for your agreement (massively time saving) Your involvement would then be as much, or as little as you are able to offer to these events, and you will always be supported by all of us.

With enough members, you could be on the PTA and simply help with one event of your choice per year and that is totally fine, we still want you!

As you can see we have two coopted member positions available as well as four normal memberships plus the four key roles so lots of people wanted!

**Please could you complete the slip and hand it into school if you are interested in any position on the PTA.**

### **Point 2 – Amendments to the Constitution**

As per the constitution we have to give notice to all PTA members of our intention to vote on changes to the constitution. We are then able to approve those changes via a majority vote at the AGM.

Proposed change: As we are a very small school and we often struggle to obtain new members for key positions on the PTA, we would like to change point 6.2.1 which states that you **must** step down from a key position after two years. We would like to amend it to say that, after two years you must stand down if a suitable replacement has applied for the position. If no applications have been made for the position you may continue on a rolling year by year basis with the position being available for new applications each year.

A vote will be taken on this at the AGM and if approved the changes will be effective immediately and the constitution amended.

### **SONYA TO PRESENT END OF YEAR FINANCIAL INFO**

*Non PTA members are free to leave at this point and PTA members will stay if they are able to quickly run through the Christmas Fair plans so far and to discuss the purchase of a new stage.*

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Please complete and return to the school office:

I would like to put myself forward / express an interest in the following position/s:

Chair of the PTA \_\_\_\_\_

Vice Chair \_\_\_\_\_

Treasurer \_\_\_\_\_

Normal PTA Member \_\_\_\_\_

Name \_\_\_\_\_ Signed \_\_\_\_\_

Child/ren currently in Year/s \_\_\_\_\_

Or

Relationship to the school \_\_\_\_\_