**Holly Park School – Parent Teacher Association (PTA) Annual General Meeting – 17 Sep 2021 9:30 am**

Those Present: Ann Pelham (AP), Nathalie Hughes (NH), Ali Balsiger (AB), Marilena Skavara (MS), Otto Balsiger (OB), Julie Adlington (JA), Liz Sherrington (LS), Niké Hsouna (NiH ), Stefania, Mariam, Fabrice Londole (FL), Dean Mohamedally (DM)

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| **AGENDA ITEMS** | **KEY DISCUSSION POINTS** | **ACTION (who? /timescale?)** |
| 1. Election/re-election of PTA committee members2. Overview of last year’s PTA finances 3. Overview of last year’s PTA activities and events 4. Present this year’s PTA’s planned events5. Communications6. Wish list6.AOB7. Close | * NH and MS re-elected as Co-chairs.
* Otto Balsiger (OB) re-elected as the Treasurer
* JA re-elected as the Secretary

The current PTA committee are intending to step down at the end of this academic year and are keen to find other interested parents so that there can be a transitional period towards the end of this year to handover to a new committee for next year.* OB presented an overview of the PTA finances for last year. A summary of the accounts is also attached at the end of the minutes.
* The PTA’s income during 2020-21 was lower than the record previous year due to the impact of COVID-19 restrictions on fundraising activities. However, the PTA successfully raised £15k in this challenging year without any of the usual large fundraising events. A number of events were held off of the school site including festive trails and year group events which helped to bring in money and keep the community spirit going.
* One large payment was made this year for the second instalment for the playground extension.
* There is around £12k in the PTA bank account at End Of Year. £5k has been committed to the IT appeal this year.
* Due to COVID-19 restrictions, PTA events could not be held on the school site and so had to be run in alternative ways.
* A festive trail was held each term and raised around £1,700 in total. These were very successful and the PTA are planning to continue holding this type of event as well as the school fairs.
* The cake sales were transformed into year group events and raised around £1,800 in total.
* Around £1,000 was raised by the Bags2School collections and the PTA will continue to organise these twice a term.
* Second hand uniforms sales were very successful and raised a record £500.
* The PTA set up fundraising via Amazon Smile this year and this has already raised £150. A further £100 was raised from EasyFundraising and over £1,500 from the school lottery. Mrs Pelham asked for leaflets to be provided so that she can continue to promote these schemes to the parents,
* The PTA days (Christmas jumper day, non-uniform days) raised around £900 during the year. The PTA are planning to hold one of these per term with an eco or rights-respecting schools theme.
* The winter fair was discussed with the intention to hold it on the school site, restrictions permitting. Activities to be spaced out in the playground as much as possible. The PTA will be holding regular planning meetings and would welcome volunteers to get involved and brainstorm ideas.
* Year group cake sales will resume on the school site. Cake sales are planned for Y6, Y5 and Y4 this term. NiH has offered to co-ordinate these.
* The Junior quiz for years 3-6 would normally be held after school with the year groups mixing, but was held during school hours last year. This worked very well and we agreed to continue with the new format.
* The reception family fun event was discussed. As it’s a social event, it would be preferable to hold it in person, but not on the school site. The PTA will consider holding an event in a local park.
* The PTA committee are looking for volunteers to take over organizing specific standalone tasks such as the second-hand uniform sales, bags2school, the Christmas trees etc.
* There was a discussion about how best to communicate PTA news and information so that parents see all the relevant information without it being too overwhelming/repetitive The PTA will continue to use a combination of the PTA newsletter, school newsletter, texts from school and WhatsApp messages.
* AP requested further support for the upcoming IT project.
* AP stated that one of the pieces of equipment in the infant playground is deteriorating and needs to be replaced. This is likely to cost between £600 and £1,000.
* AP will ask the teachers for feedback on anything they need for their classrooms.
* AP also mentioned a longer term project to create a library in the school.
* None.

Meeting was closed at 10:20. |  JA |