



Hereford Cathedral  
Junior School  
PTA

## **Minutes of the PTA Annual General Meeting**

**Wednesday 9 September – St David’s Hall 7.00pm**

### **1. Attendees & Apologies**

Mr Chris Wright, Helen Bissell, Karen Blyth, Louise Evans, Lucy Debenham, Catrin Goode, Mark Wilkinson, Jo Windows, Hilary Copley-May, Karen Davies, Tim Hutchinson, Nicola Jaynes, Sally Price, B. Batchelor, Ian Barber, Kerry Matthews, John Bond, Tim Brown, James Debenham, Liz Lord, Rachael Toolan, Stuart Turpin, Kate Seekings, Claire Hayes, Beccy Lively, Lynne Jones, Kelly Gummerson, Rob Pizii, Graham Essenhigh, Al Chapman, Gail Small, Jane Preston, Frankie Pope, Gemma Johnson, Amanda Joseph, Michelle Bowley, H. Brinkerink, Sam Holloman, Erin Houston, Rebecca Blackman and Sarah Daw.

Apologies were received from: Charlotte Matthews, Wendy Tarplee-Morris, Kirsty Socket, Helen O’Reilly, Carmen Rodgers, Louisa Essenhigh, Sajaveena Thomas, Sarah Morgan-Jones, Marie Hussey and Rachael Capozzoli.

### **Approval of the Minutes from last Committee Meeting**

Proposed: Kerry Matthews

Seconded: Sally Price

### **Matters arising from the Minutes of the last meeting**

There were no matters arising.

### **2. Chair’s Report**

Helen thanked everyone for coming to the AGM and then used a power point presentation to highlight the work of the PTA over the last year.

Helen then discussed the **annual commitments of the PTA**, showing pictures of each of the events. These commitments total around £3000 and include the following:

- Percussion workshop for all Pre Prep
- Shakespeare workshop for the Junior School
- Annual donation of £500 to the Library
- Play Costumes
- Christmas gifts to staff and Pre Prep children
- Easter eggs for the whole school
- Year 6 Leavers' Party donation of £400
- End of term gifts to staff

Helen pointed out that the workshops will now be decided by the school, rotating between departments, to the value of £1,100 donated by the PTA.

Helen then showed pictures of all the social events that the PTA organises – these events are always well attended and enhance the friendly atmosphere at the school. Events are as follows:

- Fireworks Night
- Christmas Bazaar
- Pre Prep Easter Egg Hunt
- Junior school Easter Disco
- Summer Fete
- Summer Ball

Helen then talked about the Summer Ball being held this year at the newly refurbished Left Bank. The Ball organised by the committee took place on a balmy summers evening with welcome drinks overlooking the River Wye. There then followed a quick round of heads and tails in aid of the Head Boy and Head Girl charities. We then sat down to a three course meal and then followed a very successful auction, our auctioneer for the night was Nick Gorst. An amazing £3,500 was raised. We all then danced the night away to DJ Roddy Hankins. Hannah Biddle took photos of our popular event. Helen thanked Gary and Karen Waring for once again letting us have the venue free of charge.

**The Head Boy and Head Girl** charities received £320 each from the heads and tails round held at the Ball for them.

Helen then went on to highlight the various **ways the PTA raises funds** – events include:

- Bag2School collections
- The Giving Machine
- Second Hand Uniform Sales
- Photo sales at all productions

- Christmas Bazaar
- Summer Fete
- Refreshment tent at Sports Day

These events cover the PTA's annual commitments but in order to offer our children that little bit extra the PTA committee decided that for the 2014 – 2015 school year additional fundraising would take place.

The PTA has had a very healthy balance after last year's Ball so Helen briefly mentioned where the extra funding has gone this year. We have pledged to buy new hockey shirts for all the junior girls' teams. We have replaced the Nursery camera and finally have committed £4,000 to co-fund the frog garden adventure trail. This will be a great asset to the school.

**Thank yous** – Helen then made a variety of thank yous for various help throughout the year without which the PTA would not be able to run as efficiently.

Thank you class reps - They organise so many social events for their classes and year groups to ensure that all parents feel included and welcome. They come up with fantastic ideas for Fete and Bazaar stalls and attend meeting once every half term – without them nothing would be possible. A special thank you to Nicky Evans and the Year 6 reps who this year put on a wonderful party for the children leaving in Year 6 – a wonderful Wild West party at Wyeseide.

Thank you regular helpers – all the Dads who help with fireworks – Ady Morris, Guy Rogers and Phil Preece. Graham Essenhigh for his lighting and electrical magic, Graham's 'jenny' has transformed fireworks night. Helen also thanked Simon Lively who kindly lets parents park at the Rugby club on fireworks night. Graham and Louisa Essenhigh for all their help with Bag2School and finally Mr Matthews who donates milk and cream from Bartonsham dairy for various events.

Thank you all teachers and parents – who attend events and spend their money. A special thanks to the teaching reps, Catrin Goode and Stuart Turpin who have been at 99.9% of meetings!

Thank you to the catering team – Andy, Sue, Mary and co who allow the PTA to invade their Dining Hall on so many occasions and provide refreshments at so many events. Mrs Wainwright for all her teas and positive support.

Thank you to the maintenance team – Rob Goode, Dave, Stuart and co. So many marquees, tables, chairs and urns provided with a smile....even tyres changed when about to blow!!

Thank you Dr Barber – Wonderful photos which the PTA is able to sell throughout the year – picture perfect every time.

Biggest thanks got to Mrs Stick and Mrs Phillips – these lovely ladies willingly support the PTA every day and always with a smile. They are always willing to help and are always able to answer our questions.

Helen finished by thanking Karen, Louise and Lucy for all their hard work. Helen presented them with a gift from herself to say thank you for all their help and support over the last two years. Helen the welcomed the new team joining Lucy who is staying on as treasurer – Sarah Daw (Chair), Louisa Essenhigh (Vice Chair) and Rebecca Blackman (Secretary).

### 3. Treasurer's Report

#### Hereford Cathedral Junior School PTA 2014/2015

##### Income and Expenditure Summary 2015

Description	Income	Expenditure	Net
Fireworks Night	1,468.50	1,517.15	- 48.65
Percussion Workshop		523.00	-523.00
Shakespeare Workshop		576.00	-576.00
Pre Prep Christmas Costumes		37.97	-37.97
Pre Prep Christmas Gifts		216.67	-216.67
Staff PTA Gifts		139.37	-139.37
Christmas Bazaar	553.90	78.52	475.38
Photograph Sales	649.60	113.57	536.03
Second-hand Uniform Sales	292.00		292.00
Summer Ball deposit		1000.00	-1000.00
Bag2School	212.00		212.00
The Giving Machine	85.92		85.92
Easter Disco	464.00	240.00	224.00
Easter Eggs		260.00	-260.00
Summer Fete	560.85	107.4	453.45
Summer Ball	7,215.00	5,298.00	1,916.30
Summer Ball Auction	2,890.00		2,890.00
Head Boy & Girls Charities		640.00	-640.00
Sports Day	184.28	24.11	160.17
Yr6 Leavers Party Donation		393.30	393.30
Library Donation		500.00	-500.00
Nursery Camera		142.10	-142.10
Interest Received (to May 15)			8.83
<b>SUBTOTALS</b>	<b>£14,334.88</b>	<b>£11,807.86</b>	<b>£2,777.02</b>
Cash in Bank 19/9/15			£14,334.88
Net Subtotal from above			£2777.02
Funds left in reserve (c.2yrs PTA Expenditure)			- £6,000.00
<b>Available Funds</b>			<b>£11,037.63</b>
<b>NOTE FROM THE CHAIR</b>			
Frog Garden Commitment			-£4,000.00
We have pledged to buy hockey shirts			no cost yet
2014/2015 annual commitments			-£3,000.00
<b>AVAIABLE FUNDS FOR NEW PROJECTS 2015 – 2016</b>			<b>£4,037.63</b>

#### **4. Election of committee members and form Reps**

**New Chair** – Sarah Daw

**New Vice Chair** – Louisa Essenhigh

**New Secretary** – Rebecca Blackman

**Treasurer** – Lucy Debenham (continuing for a second year)

**Staff Reps** – Stuart Turpin (continuing for a third year) and Kelly Gummerson

**Form Reps** – these are as follows:

6D Helen O'Reilly and Sajaveena Thomas

6G Linda Griffiths and Sam Holloman

6H Claire Hayes and Sarah Morgan-Jones

5B tba

5L Gail Small

5S Susan Adeyemo

4B Amanda Joseph

4J Al Chapman

4P Trish Finning

3CO Jane Preston

3M Erin Houston

3W Sarah Wilson

2CM Emma Lawer

2L Rachael Capozzoli

1B Gemma Johnson and Tracie Lowe

RGM Frankie Pope

RQ Michelle Bowley

Nursery Becky Morgan-Jones

**Chorister Rep** – Kate Seekings

**Auditor** – Mat Madeley

All appointments proposed jointly and agreed as a whole

## **5. Headmaster's Report**

Mr Wright started his report by looking back over the last year. He was struck by the welcome himself and his family received – of course the parental body, the staff and the PTA were very much a part of that. Before launching into this year, Mr Wright wanted to thank everyone for that welcome.

**Looking at numbers** – the school started the year with 242 children. We were joined by 30 new children at the start of term and we will be welcoming new parents specifically at the new parent welcome evening on 15 September.

Parents of children in the Moat will be aware of the building work which is going on at the moment – Mr Wright thanked everyone for their understanding – Year 1 and 2L are looking forward to moving into their new classrooms.

**Staff news** - over the summer, Mr Wilkinson has moved across to Year 3 and Mrs Goode to Reception. Last term Mrs Williams went on maternity leave and we welcomed Miss Oxenham in her place.

We also welcomed three new gap students – who are already making their mark.

Before Mr Wright finished he said a big **thank you** to Helen and the committee and indeed to the class reps.

As we have heard, the PTA have organised a huge array of different events bringing together parents and children. Engendering much fun and adding a great deal to the school's feeling of community.

That the PTA has raised some money at the same time is a super bonus and we are grateful for their sponsorship of those items listed all of these make a difference to the experience of the children. Mr Wright felt that the frog garden development, whilst it has been delayed it will be the most impactful to the younger pupils.

Mr Wright finished his report by **thanking Helen** for leading the PTA and for spearheading much of what has been organised and what has been achieved. Mr Wright presented Helen with flowers and wine from the school and the staff as a token of their appreciation.

## **6. Headmaster's Questions**

There were no questions for the Headmaster

**7. Any other Business**

There was no other business

**8. Date of next committee meeting**

**Thursday 15 October 2015 - No. 1 Castle Street 7.30pm**