

Minute approval:

Date:

PaFoS

Parents and Friends of St Matthew's Bloxam School

St Matthew's Bloxam Church of England Primary School

Registered Charity: 114317

Date: Thursday 24th October 2024

Time: 2:00pm

Venue: School

Agenda Item No	Agenda Item	Action Points	To Be Actioned By
1	Apologies: Present:	Serisha Edwards Jo Wilday, Laura Thompson, Samantha Simkin, Nikki Thomas, Fiona Flynn, Gill & Fahmida	
2	Review Last Minutes Matters arising from last minutes	AGM Minutes from 18/07/24 were approved. Reception Starter Packs With a joint effort on getting the packs made up, these seemed to be well received with the parents commenting about how lovely it was, after a slow start we have now got a reception WhatsApp group started which was our main objective. Coffee Morning We had a good turn out to this, with a lot of new faces interested in what we do as a PTA and others interested in helping and getting more involved. Class Wars Fundraiser This was a hit, raising over £200, the children seemed to really enjoy this, and it got quite competitive between the top 2 classes, with Year 4 winning, after raising an impressive £80. They	

		received their prize of cakes on Friday 25th October. Tuck Shop It was decided to let everyone settle back in before Tuck shop was started back up. It recommenced on 19th September, and there has been a steady sale each week since then. The new stock of sweets are proving popular with the children, Note - we do need a stock up on cans of pop and crisps. These will be purchased during half term. Christmas Festivities Plans are coming together for the Christmas Fayre, having a fair bit of stock left over from Summer has helped greatly, we have some new fun stalls to try out this year as well as a few free stalls, so everyone can get involved. Volunteers will be needed to help set up/run stalls etc. A Bouncy Castle has now been booked. Carl has agreed to yet again be our Santa and will be on hand to help set up the gazebo for the Grotto. Still waiting to hear back from Mr Mabey about the kid's crafts but he seems positive that a few, if not all, teachers have agreed to go down the food route instead of an actual craft which may benefit us regarding refreshment donations. Grotto prizes have been bought, we have the booking dates sorted and these will take place after half term, on 3 days before and after school. The Non-uniform day was a success, with many donations being made, we now have a good range of alcohol and	
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	Declaration of Conflict of Interest	other bottled drinks which will be used on the Booze or Loose stall. We have another Non-Uniform donation day arranged after half term. This was explained to all present at the meeting, and no Conflicts of Interest were declared.	
3	Treasures Report To include items still pending and progress on agreed spending from last AGM	Treasurer reported: - Jo is grateful SMB have now cashed several cheques which were written in the school year 2023/24. - SMB have now provided Receipts for other POs which were agreed last school year, and Jo has written the cheques (with second signatory), which have been handed to SMB. - 3 PO's have been agreed, awaiting receipts from SMB. These are: (1) EYFS & KS1 Christmas show £270. (2) Return Coach Trip from Cineworld for KS1 £210 (3) Yr 6 Leaver's hoodie contribution of £5 per pupil.	
4	Safeguarding Data Protection	Everyone made aware of what is expected when on site etc. Everyone made aware not to share information etc.	
5	New Ideas for Generation Further Membership/Support	The first coffee morning was a success, it was discussed and decided to do another coffee morning in the not too distant future.	

	New Ideas for Generating Income	We now have WhatsApp groups for all year groups, Year 4 & 6 are still in the early stages with not many people in the chat. We hope take up will improve with either a WhatsApp request form for contact details or QR codes being handed out/made available at parents evening. Rainbow Raffle Future Book Sale –Also, just to mention, Jo and Laura sold some books online, raising just under £30, which has been paid into the PaFoS account. Easter Tombola Plant Sale Fall Festival/Pumpkin Patch	
6	Future Planned Events	Christmas Refreshments These are for the KS1 nativities and KS2 carol service. Refreshments are usually well received, and a raffle is ran alongside. Second Hand Uniform Sales This is available via the online form. Items will also be sold at the Christmas Fayre. No other Uniform Sale dates as yet. Year 3 & 4 Shows Mother's Day Father's Day Year 5 & 6 Shows Summer Fayre	
7	Agree any Spending/Request Received	Time sensitive purchase requests from school already approved/declined. See Treasurer report. Any request forms that come in between meetings, will be checked by either chair (Laura/Jo) and put in the Trustees chat to discuss, followed by a poll to agree/decline the request.	

8	Additional Agenda Items	Bookers Card. Jo needs to go into Bookers to activate the registration she did online. It was advised that Claire's Accessories have previously donated to a Fayre and that an email to them may be advantageous. Britvic to be contacted to enquire about a donation	JW LT/JW LT/FF
9	AOB (to be notified to secretary at least 24 hours before meeting)		
10	Agree any Confidential Items	Total money in the bank is to be kept off the minutes. As per the constitution, the most recent annual accounts can be seen by anybody on request and are available on the Charity Commission website.	
11	Agree Date of Next Meeting Meeting End	Thursday 21st November @ 2:00pm On school grounds 2:50pm	