

St Matthew's Bloxam Church of England Primary School
Registered Charity: 114317

Venue: SMB

Agenda Item no	Agenda Item	Action points	Actioned by
1	Apologies: Present	N Thomas, N Smith S Simkins, S Edwards, C Esslemont, K Burcham, A Timson, G Spence, S Crawford , Linda Quorum formed (4 trustees present)	CE
2	Review last minutes (action points)	Glyn Spence asda plant pots . Refund recieved . RESOLVED Class reps: Nursery/Reception – Nik Smith Y1 – Serisha Edwards Y2 – Anna Y3 – Nikki Thomas Y4 – Agatha Rowbottom Y5 – Marcia West Riches Y6 – Kirsty Burcham PAT Teast/stock check – Both completed RESOLVED Tea and tears feedback – All positive. Parents and children both pleased. Thank you to all that helped put this together, Sam for making the worry worms and Glyn for sourcing the tea etc INCOMING FOR SUMMER 2022 Ice pops: were pouular during the summer months and will start again when the weather starts getting warmer. Pre loved uniform: Over the summer the online ordering portal worked well and this will continue for parents requesting uniform. Grant sec stepping down: Glyn Spence has kindly agreed to continue until christmas to allow more time to find a replacement.	SS SS EM SS SE GS SS SS SE
	Approve last minutes (minute approval)	Approved and signed	SS CE
	Declaration of conflict of interest	None	CE

3	Safeguarding :	None	SS CE
	Data Protection	None	SS CE
4	New ideas for generating income	Tuck shop: Plans to start a tuck shop after school on a Friday on a fortnightly or monthly basis. Start date TBC. APPROVED Plans for a monthly uniform sale on the playground every 2 weeks. APPROVED We will also start selling coats, wellies and shoes depending on donations. APPROVED Coffee and Danish morning: to be held on the playground. APPROVED Christmas jumper donations will be accepted to hopefully hold a jumper sale in time for national Christmas jumper day. APPROVED Pafos Refreshments: Pafos will provide refreshments, when possible, for parents attending class assembly's, nativities etc outside the hall. APPROVED	SS SS SS SS SE SS&SE SS&SE
	New ideas for generation further membership/support	Pafos members will start wearing lanyards to become more visible. Further ideas and start dates to bring forward to the next meeting.	SS,SE, KB,CE,GS
	Shadowing	We are still looking for a new grant secretary and Treasurer to take over from Glyn and Kirsty. Both positions to be advertised and carried forward to the next meeting.	SS
5	Future planned events:	Christmas fayre- Pafos to meet on 10/10/22 to make final arrangements. Non-uniform- non uniform days will be held to raise donations for the Christmas fayre. Approved date by Mrs Timson have been put online under diary dates for parents.	SS
6	Treasurers report and available funds To include items still pending and progress on agreed spending from last mtg	OUTGOING: Creaturama workshop £600 chq 0223 Circus workshop £325 chq 0224 Y6 Residential £635 chq 0229 Mrs Spence £13.99 chq 0231 Y5/6 First aid course £200 chq 0219 Alpacas £120 chq 0225 Lets party £60 chq 0232-not cashed Alpaca experience £150 chq 0233-not cashed Ice pops £14.62 Cash AGREED/ONGOING SPENDING: Forrest school £100 ROLLING Chich hatching £259 Agreed July meeting Y6 Leavers hoodies. £5 per hoodie ROLLING Y6 Residential 10% of total ROLLING Christmas panto £1100 Agreed July meeting	KB KB

		First aid course £100 ROLLING TOTAL £1559	
7	Agree any spending/Request received	Animal experience -whole school-£375 AGREED – Sept 22 meeting Indian drumming-pending- carry to next meeting Theme boxes – pending – carry to next meeting Author visit – pending – carry to next meeting	SS,SE, CE,KB
8	Additional agenda items	AGM TREASURY IMPROVEMENTS Pafos events slips for each event breaking down cash and card payments AGREED Chque signing is still being completed by Mrs Timson, it was felt a online payment system would be helpful. This requires two people to authorize payments. It was agreed the treasurer and vice chair would both approve transactions.	KB SE,KB
9	AOB (to be notified to secretary at least 24hrs before meeting)	Grant Secretary Report: SUCESSFUL APPLICATIONS ASDA-U18 better starts- to improve diversity of library books. Awarded £500-chq received. Will be sent to SMB when books are received. ASDA Green tokens – can be spent on anything. Awarded £300-£500. Runs 01/06-30.09/22 ONGOING APPLICATIONS: Mccarthy stone – pending-KS1 outside play area- waiting on SMB Learning through landscapes – pending Persimmon community champion – pending – needs a SMB employee to apply Pimelec.com – pending Forrest school funding – pending Commonwealth games – Vice chair has applied for equipment used at the commonwealth games- pending	GS
10	Agree any confidential items	AGREED	
11	Agree date of next meeting Meeting end:	TBC	SS