

PaFoS

Parents and Friends of St Matthew's Bloxam School

St Matthew's Bloxam Church of England Primary School

Registered Charity: 114317

Agenda for Meeting:

Date: **MONDAY 12 SEPT 2022**

Time: 2pm

Venue: School

Agenda Item no	Agenda Item	Time guide approx
1	Apologies/Absent/Present	1H20 mins
2	Review last minutes (action points) Grant Sec replacement Income for Summer 2022 events: Y6 tuck/Ice Pops/Pre loved uniform/Y6 Disco Tuck shop Outgoings: Bouncy castle/Disco dome/Alpacas Tea & Tears feedback AGM feedback PAT Test /Stock check Resolution of ASDA Plant pot unauthorized purchase – G Spence Declaration of conflict of interest & Approve last minutes (minute approval)	20 mins
3	Treasurers report and available funds: To include items still pending and progress on agreed spending from last mtg Check outgoings pending from 2021-22 Treasury improvements from AGM PaFoS cheque authorisation feedback	10 mins
4	Grants: feedback Shadowing: Grant Secretary Safeguarding Data protection	10 mins shared
5	New ideas for generation further membership/support <i>Coffee & Danish grab & go</i> New ideas for generating income	5 mins
6	Future planned events	15 mins
7	Agree any spending	10 mins
8	Additional agenda items Housekeeping for 2022-23 Confirm class rep team for 2022-23 / Amend Email & WhatsApp contacts list/ Uniform rep	5 mins
9	AOB (to be notified to secretary at least 24hrs before meeting) Essential advertising budget?	5 mins
10	Agree any confidential items	
11	Agree date of next meeting	

DEADLINE IS 12.00 MIDDAY ON ??/??/????

Outstanding receipts to Treasurer. Agenda additions and apologies to Secretary by the deadline above.

Treasury@smb.com and secretary-pafos@live.co.uk

