



## AGM Meeting Minutes

**Date / Time:** 23rd September 2024

**Venue:** The Rampant Horse, Needham Market

**Attendees:** Christine Friar, Hayley Wright, Nicci Johnson, Louise Brydon, Katerina Budinova, Jemma Collins, Mary Ransome, Beth Parish, Claire Waterworth, Emily Smith, Liv Boulton, Stuart Boulton, Inci Kara, Rachel Perry, Jodie Barrett, Tom Lehkyj.

**Apologies:** Machala Peacock, Jo Cobbley, Amy Turvey, Hayley Johns, Adele Lucas, Sarah Symonds

Record of Discussion	Action (Initials)
<p>1. 'Welcome' and who we are</p> <p>Nicci and Hayley welcomed old and new members to the group.</p>	
<p>2. Summary of events and money raised/spent last year</p> <p>Hayley ran through our events from March and detailed how much we had made and spent this year. The summer fayre did particularly well and made a good profit.</p>	
<p>3. Treasurers annual report (available for prior inspection upon request)</p> <p>Hayley and Katerina broke down a summary of our spending since March and attendees reviewed the accounts. Proposer of the accounts: Mary Ransome, second Jodie Barrett. No objections. Accounts to be submitted and self-audited.</p> <p>Kat detailed that the pot is currently very healthy and that the plan will be to spend some of this money in the coming year, to be discussed later in the meeting.</p>	<b>KB</b>
<p>4. We ran through Current committee positions and responsibilities.</p> <p>5. Election of committee members for academic yr 24/25</p> <p>Committee members voted in –</p> <p><b>Treasurer</b> - Katerina Budinova. <b>Proposer</b> Mary Ransome, <b>Second</b> – Claire Waterworth  <b>Co-Chairs</b> – Hayley Wright &amp; Nicci Johnson. <b>Proposer</b> Liv Boulton, <b>Second</b> Tom Lehkyj  <b>Deputy Chair</b> – Claire Waterworth. <b>Proposer</b> Nicci Johnson, <b>Second</b> Louise Brydon  <b>Secretary</b> – Louise Brydon – <b>Proposer</b> Liv Bouton, <b>Second</b> Jodie Barrett</p>	



Jodie Barrett agreed to shadow the treasurer role for this year with a view to take on the position next year when Kat's child leaves the school.

Emily Smith agreed to shadow deputy chair behind Claire.

Class reps confirmed for the school year –

Reception - Claire Waterworth

Year 1 - Amy Ames

Year 2 – Louise Brydon

Year 3 – Emily Smith

Year 4 – Nicci Johnson

Year 5 – Jodie Barrett

Year 6 - Beth Parish

Claire mentioned that some of the reception group may not be on the whats app group so we need to try and find out who is missing and ask if they would like to join.

We need to update leaflets about who we are & current committee members/class reps and send out to all year groups.

HW

6. Review/changes to constitution document

HW/NJ/CF

We discussed changes to the constitution document, this will be amended and a draft will be sent out to committee members to check.

Proposal to change some parts of the constitution. **Proposer** Jodie Barrett, **Second** Mary Ransome.

7. Events already booked in

School disco on 18<sup>th</sup> October – separate times for KS1 and KS2 tbc

Helpers – Liv, Tom, Jemma, Louise, Beth, Hayley, Nicci, Claire – others to confirm

HW/NJ

Christmas fayre on Saturday 7<sup>th</sup> Dec, time confirmed as 11am – 2pm.

8. New event ideas to raise funds

- Bingo with fish & chips – February date TBC
- Quiz
- Cookbook
- Movie night
- Sip & paint
- Plant sale
- Fashion show



- Colour run
- Talent show (stand alone)
- Auction & promise night
- Wreath making – Emily to check with florist contact
- Doughnuts
- Tuck shop for Oakerwood school trip & disco

Inci – will speak to her contact who owns a coach and may be able to offer some subsidised coach travel for school trips.

IK

Nicci updated us that the Asda cashpot is doing well and we have raised over £80 so far.

Tokens at fayres – we have decided to leave this idea for now.

## 9. Expenditure for 2024/2025

Electricity for the outside classroom to be tied in with future building work.

CF

Basketball hoop & basketballs – Mr Palmer to order

Ideas for school trips -

Christmas panto – Mary to contact theatres

Bressingham

Colchester Zoo or Banham Zoo

Bewilderwood

Rooar dinosaur park

Cadbury World

Cinema trip

Latitude schools day

MR

Ideas will be discussed further and dates checked for 2025.

Thanks to all the committee members past and present for doing a great job and for everyone who is part of the PSA team for their contributions across the year!

---

## Next Meeting: to finalise plans for school disco

Date / Time: Monday 14<sup>th</sup> October 7pm. Venue: The Rampant Horse, Needham Market

---