

**North Ealing PTA AGM**  
**Wednesday 19.09.2018 - 7pm**  
**North Ealing School**

**1. Welcome , apologies and introductions from Chair and Vice Chair - MrsFlowers/Jemma**

Jemma reiterated that constitutionally the PTA is required to hold one meeting per term and explained the PTA is a registered charity. Emphasising that the PTA is a great opportunity to be involved with the school, local community and parents can feel rewarded by helping run and organise the events. Mrs Flowers said how nice it was to see so many people in attendance after the Meet and Mingle beforehand. Apologies from the secretary and social secretary who were running late.

**2. Sign off previous minutes and run through the agenda - Jemma**

The minutes from the previous minutes were agreed and signed off by Jemma and Reena. Jemma then ran through the agenda for the AGM. Jemma explained to new parents attending that minutes can be found on the NES website under the NES Learning Zone, PTA section.

**3. Voting in the Executive Committee members for 2018/19 - Chair and Executive Committee:**

**Sally Flowers (Head of North Ealing School)** - will be continuing as Chair.

**Sarah Badger** - standing as new Vice Chair, Jemma Salem standing down.

**Reena Raval** - continuing as Treasurer, however Reena will be standing down at the end of this academic year, if anyone would like to help and job shadow her to gain an insight into the role to take over next year they can speak to Reena.

**Wendy Merrick and Julie Frasca** – standing as new Secretaries (job share), Becky Diver-Phillips standing down.

**Karina Wilshaw and Maha Rind**– standing as new Social Secretaries, Sue Kendall standing down.

**Karuna Mulchandani** - continuing as Communications Secretary, however it would be very helpful if there was anyone to support Karuna with this role.

**Parent Governor Rep** – there will be a new parent in this position, TBC.

All members of the Executive Committee were proposed, nominated and seconded and were all agreed by the Chair and PTA.

Jemma and Mrs Flowers commented that were lots of new faces and experienced help available to support the new members and anyone else who wanted to volunteer.

There were introductions from the Executive Committee, those standing down and those who were new to the role. There were also introductions from the other members of the PTA who have been heavily involved with planning and setting up off events, co-ordinating Class Reps, arranging sponsorship and helping to co-ordinate the class reps throughout the school.

#### **4. Treasurer - accounts for the previous year and other means of fund raising: Reena**

Reena explained the accounts run for the whole academic year. Last year 2017/18;

- Income was just over £28,000

- £8,000 was spent running events

- £22,500 was given to school for a variety of areas such as science, MLE, school trips subsidies, batteries for laptops and money towards the building of the mound in the playground.

- Currently the balance stands at £41,000 which although sounds like a very healthy amount there needs to be money kept in reserve. The money can be spent for any requirements the school might have and this would be in discussion with the school and the PTA. Reena said as we can appreciate the money doesn't go too far.

This year 2018/19 would be very important to bring in a very healthy income just as 2017/18.

Other methods to raise funds was discussed – the PTA, whilst it is there to raise funds for the school, it also has an important part to play in the community and there are the social aspects of it such as meeting parents and children. The PTA has a community atmosphere that we are proud of.

Easy Fundraising is a very simple and quick way to raise funds, with parents on board to push this so when anyone is shopping online many companies will donate to the PTA each time you make a purchase.

£2,000 was raised in 20-17/18 , but only 40 parents signed up, major retailers are all signed up. There is going to be a massive push on this and could help make a lot of money with minimal effort.

There is also an option to set up a standing order to the PTA, forms are available from the office or see Reena, all money goes to the school's income.

## **5. Social Secretary update for 2017/18: Sue Kendall**

The events held made up the bulk of funds raised for the school, the more events that are held, the more money that is raised but we need people to help plan, organise and run the events. In 2017/18 the PTA organised the following and are planning the following for this year;

- Meet and Mingle – held in the Autumn term, and was a way to welcome Reception parents to the school.
- Autumn Disco – this will be held on 12.10.2018, there are 2 discos in the evening; one disco for Reception and KS1 and one a bit later in the evening for years 2 to 6. Sue said we would need helpers for these events, setting up, helping to serve refreshments and clearing away.
- Christmas Shopping Event – this is an event where local businesses set up market stalls in the hall and visitors can do some early Christmas shopping. Natasha has organised previous events and would like someone to help run this event this year.
- Christmas Fair – This will be held on Sat 01.12.18, this is the 2<sup>nd</sup> largest fund raising event for the year and will need lots of volunteers to plan and run the event to make it a success.
- Quiz Night – usually held in the Spring Term, date TBC, and this is a very popular and fun event for all involved.

- Easter Egg Hunt – this is where the children (year groups are staggered) search for paper Easter eggs around the playground, with bag of sweets and prizes available and there is a cake sale at the same time. This is fairly straight forward to set up and organise.

- Summer Fete – date TBC.

- Summer Disco - usually there is a second disco in the summer, dates permitting, but we were unable to hold one the summer term of 2018.

- Phil the Bag – the more bags we can have collected the more money will be donated to the school, this event is held several times throughout the year. Currently there are discussions taking place to change the company used for this. Katie who runs the Gardening Club will be helping Natasha co-ordinate this.

Confirmed dates for this year are;

Ealing Half Marathon – 30<sup>th</sup> September

Autumn Disco – 12<sup>th</sup> Oct

Christmas Fair – 1<sup>st</sup> Dec

Sadly, the bike event has been cancelled, however we are hoping to run an event April 2019.

## **6. Volunteering opportunities: Sarah**

Sarah said if anyone can help out on the day of any events, or be involved with the planning groups who organise the stalls and refreshments please let her know. Sarah explained this was a transition year with changes to the executive committee so the PTA is looking for more helpers.

There are roles available to help Karuna who is the Communications Secretary (it would be especially helpful if you are good with Social Media, and being able to move things forward). Let Sarah know if you are able to help with this.

Marianne Fry, Sponsorship Co-Ordinator, would like help from anyone who can boost match funding, sponsorship deals etc. Please speak with Marianne if this is an area you can support her with.

Class reps – this is a great way of getting to know people and be involved with the school.

Photocopying/poster designing – if anyone can help with these areas this is always helpful.

Please speak to any of the PTA if you would like any more information, either chat to us if we're around in the playground or contact us via our e-mail;

[pta@neslearningzone.com](mailto:pta@neslearningzone.com) or the PTA section of the NES learning zone

## **7. AOB: Sarah**

If you have added your name to the list of volunteers the secretaries will contact you in the run ups to events to see if you would like to help, if you decide you would rather not be contacted then let us know.

Sarah expressed her thanks to Jemma, Becky and Sue for all of their contributions to the PTA over the last few years and their continued support in handing over the roles.

**END**