



Thomas Tallis Parent Teacher & Friends Association

MINUTES of

ANNUAL GENERAL MEETING

Held in the Gallery at 6pm on 13th November 2017

(21 days notice (as per constitution) was given on 19/10/17 by whole school email)

Parents Present: Jo Atkins (Parent Yr 7 & 9), Lizzy Camp (Parent 8 & 10), Patrick Cooper (Parent Yr 12), Lynne Dixon (Parent Yr 12), Angie Elder (Parent Yr 7 & 9), Marion Kimberley (GrandParent Yr 10 & 13), Adrian Kimberley (Parent Yr 10 & 13), Kathy Moss (Parent Yr 10 & 13), Laura Nolan (Parent Yr 8), Mette Pedersen (Parent Yr 7 & 9), Monique Wentworth (Parent Yr 9)

Staff Present: Carolyn Roberts (Head), Shaun Brown (Deputy Head)

Governors Present: Catherine Farrant (Chair of Governors)

Treats Present: Home baked Banana Bread (But unfortunately it was a silent by-stander as we forgot to cut it up and eat! A new one will get baked for next time!)

1. Introduction and Welcome from Angie Elder

Aims and objectives of the PTFA Association

The main aim of the PTFA is to firstly create a social platform with which to try and bridge the gap between parents and the school. To raise the level of interaction between home and school in a fun and social manner, hopefully strengthening the family bonds within our school community.

The Fundraising side of the PTFA will initially be the financial by-product of such social events. Obviously creating financial funds for the school is one aim of the PTFA but not the sole reason for its existence. The community presence and value of the PTFA act as its main foundation.

In light of this, we currently do not have a particular financial target but instead we have a number of things that we would like any funds raised to go towards.

The Launch event of the newly formed PTFA Charity will be our QUINGO event being held on the 1st December 2017, the proceeds of which are going towards improving the social areas of the school. This will be spent following consultation with the School Pupil Council, School leaders and the PTFA as a joint process.

Our aim is to try and gain the support of a few parents in each year group who will act as a parental bridge between the PTFA and their Year Heads and Form Tutors, thus spreading the load across the PTFA community.

2. Organisation type? (PA/PTA/PTFA/Friends Association)

Thomas Tallis has a history of having a PTFA (Parent, Teacher & Friends Association) on and off during the school's existence.

Retaining the 'Friends' element was recognised as an important factor to enable us to welcome a more diverse community outside from Tallis (eg. past parents, Grandparents and any members from the wider community) who may bring their expertise to the group.

Retaining the 'Teacher' element was recognised as imperative to the smooth running of the association and an invaluable link to the workings of the school. AE highlighted the gratitude to Shaun Brown for his recent enthusiasm and support during the relaunching process to become a fully fledged PTFA Charity.

Post meeting we would also like to recognise and thank enormously Mr Stephen Henderson and Lisa Spoot who, over the last few years, have been involved in keeping the flame of the PTFA going so that it could be finally cemented this evening.

We therefore all unanimously agreed at the AGM this evening to remain as a PTFA.

3. Adoption of constitution (PTA UK model constitution)

The PTA UK Model Constitution was available for all to browse and was subsequently adopted unanimously and was later signed by Angie Elder and witnessed by Mette Pedersen once the election of the officers had taken place. A copy of which is attached.

4. Election of Officers and Committee members

We confirm that the number of attendees at the meeting was 13. Therefore, according to the PTA UK Constitution adopted at this meeting, a Quorum was reached (whereby the overall attendance, was at least twice the number of committee members) enabling the committee to be voted in successfully.

The following Official Officer roles within our PTFA Committee roles were voted in:

- **Chair**
- **Secretary**
- **Treasurer and**
- **1 no. Other Officer**

The roles were nominated and then seconded by way of a show of hands.

Role of Chair. Angie Elder (Parent)

Nominated by Kathy Moss - Seconded by Majority Vote

Role of Treasurer: Kathy Moss (Parent)

Nominated by Adrian Kimberley - Seconded by Majority Vote

Role of Secretary: : Mette Pedersen (Parent)

Nominated by Jo Atkins - Seconded by Majority Vote

NB: (Mette offered to also cover Events Management)

Other Officer(s): Shaun Brown (Deputy Head Teacher)

Nominated by Lizzy Camp - Seconded by Majority Vote

No Ordinary Committee members were elected at this time.

The 4 Committee members will also act as Trustees to the Thomas Tallis PTFA when we register for Charity Status. Application is being processed following the adoption of our Constitution.

5. Bank Account

Kathy Moss confirmed that a Bank Account with the Greenwich and Bexley Credit Union has been set up and we are awaiting the final completion.

Angie thanked Kathy for her efforts in sourcing a company which supports a more ethical approach than the many high street banks on offer and seemed appropriate for use within our school ethos. If you would like more info on Greenwich & Bexley Credit Union then click here:

<http://www.greenwichcreditunion.co.uk/content.asp?section=1&bgc=>

6. PTA UK

We confirm that we are now members of PTA UK by annual subscription of £117. This is an amazing PTA platform providing invaluable resources, support and guidance. It provided us with a Model Constitution which

we adopted this evening and membership automatically includes Public Liability Insurance of up to £10 million to cover our activities. For more info on the PTA UK click here: pta.org.uk

7. Events and fundraising calendar

Our first event of the Academic year for the PTFA is our QUINGO evening on the 1st December 2017. (Planning Meeting following the AGM with separate minutes)

Beyond this, we have a list of ideas but would welcome more!

Any offers of Ideas, support and help is always gratefully received and can be communicated to us via our PTFA email: ptfa@thomastallis.org.uk

8. Any Other Business

Raising the profile of the PTFA

Cath Farrant encouraged the idea of nominated people per year group to link in with their Tutors and Year Heads.

CF encouraged the plugging of the PTFA at all school events and on FB account.

Carolyn Roberts informed us all that the Tallis Facebook Account is very widely used so is definitely the place to share things.

Governors Newsletter

Cath Farrant informed all that The Governors has a smaller committee looking at the use of monies received by the school outside of the school budget. They are focusing on sourcing fundraising (outside of the PTFA)

They have a Governors newsletter coming out soon appealing for Industry Expertise, grant finding etc and is aiming to be complimentary to what the PTFA achieves.

SB suggested Governors include a paragraph about the Re-launched PTFA to promote and encourage involvement. **Action required (CF to send something to Vanessa Cummings)**

Conclusion

In conclusion, every Parent is automatically a valued member of the PTFA and is always welcome to join in our quest to keep the Education and emotional experience of all the kids at Tallis as varied and strong as it is known today. In light of the uncertainty of future funding, it will make a huge difference more than ever.

Angie Elder - On behalf of Thomas Tallis PTFA

PTFA@thomastallis.org.uk

