

Bishop Wilson PTA - AGM Meeting Notes

Date: 8 November 2024

Location: Bishop Wilson School

Attendees: Isobel McDonough (IM), Catrin Wilson (CW), Nicky Dorman (ND), Claire Forrester (CF), Steph, Freda Davies (FD), Susan Roberts (SR), Tom Peters (TP) Sally Lloyd Davies (SLD)

1. IM welcomed everyone to the meeting and sought nominees for all PTA roles. The following were nominated and seconded and confirmed as the PTA Committee for the next 12 months;
 - a. Chair - Isobel McDonough
 - b. Vice Chair - Catrin Wilson and Nicky Dorman
 - c. Treasurer - Claire Forrester
 - d. Secretary - Sally Lloyd Davies

ACTION: CF to notify the Charities Commission of the changes to the Committee
2. CF provided the financial report for 2023/24:
 - Opening Cash balance - £8878.37
 - Closing Cash balance – £6423.30
 - Income from PTA events was over £3500 and the PTA made donations to the school and funded a range of school events totalling over £5500 (main donation was Trim Trail flooring).CF confirmed she had contact Lloyd Bank to register IM as additional signatory for the PTA bank account.
3. **Fundraising Aims:** FD confirmed that school are seeking PTA support for the development of a garden area for use by the children. School are installing a pond, and are asking PTA to fund a greenhouse, associated hardstanding and plants. This work may also include refurbishment of the reflection area. It was agreed that this would be the PTA main fundraising project for this year.
4. IM confirmed she had been invited to attend the Burton Village Committee meeting and would seek to explore closer working between school/ PTA and Burton village.
5. SR provided an update from the Student Council, but no specific requests were put forward for PTA support.
6. IM outlined list of proposed events for 2024/25:
 - Smarties Challenge _ Concluded
 - 27 November 2024 - Bake sale & Christmas Jumper Sale
 - 13 December 2024 – Christmas Fair [Bottle/ Sweet donations on 6 Dec]
 - 19 December 2024 – Christmas Fun Day
 - 12 February 2025 – Valentines Disco
 - 14 February 2025 – Bake Sale & World Book Day Costume sale
 - 12 June 2025 – Summer Circuits
 - 18 July 2025 – Summer Fair
 - Once per term – Bags to school.CF confirmed she had contacted a company regarding a permanent clothing collection bin to be located at school to enable ongoing collection. Request is on a waiting list and once a collection bin becomes available.
7. TP outlined a proposed fundraising event – Lap of the Wirral Challenge. The invite would involve running round the coastline of the Wirral, with volunteers joining throughout the challenge for sections of 1 mile, with all participants gaining sponsorship. All supported the proposal and it was agreed to schedule for 5 May 2025 (May Bank Holiday) to enable school pupils and parents/ carers to participate. **ACTION:** Promotion of the Lap of the Wirral Challenge from January 2025
8. **Pre-loved Uniform:** SLD confirmed that a clothes rail and storage unit have been set up in school reception and this is now stocked with all pre-loved uniform.

Next Meeting: 22 November 2024 to agree Christmas Fayre arrangements.

Actions

Ref	Action	Responsibility	
1/202425	IM to propose all volunteers at AGM	IM	Closed
2/202425	CF to contact Lloyd Bank to register IM as additional signatory	CF	Open
3/202425	CF to speak to school about potential for permanent collection point	CF	Closed
4/202425	SLD to identify potential storage units for pre-loved uniform	SLD	Closed
5/202425	SLD to contact LD to pick up pre-loved uniform stock	SLD	Closed
6/202425	CF to consider potential options for shared digital space.	CF	Open
7/202425	CF to notify the Charities Commission of the changes to the Committee	CF	Open
8/202425	Promotion of the Lap of the Wirral Challenge from January 2025	All	Open