



# Windsor Academy Trust

Autumn Term 2019-20

**PTFA AGM  
TENTERFIELDS PRIMARY ACADEMY  
HELD AT THE SCHOOL  
AT 6.00 PM ON WEDNESDAY 18 SEPTEMBER 2019**

*Attendance: See separate register*

## **AGENDA**

<b>Item Number</b>	<b>Focus</b>	<b>Minutes</b>
<b>1</b>	<i>Apologies for absence</i>	Sophie Hickey, James Bubb, Liz Stanley, Julie Shuri, Pete Martin.
<b>2</b>	<i>Minutes of previous AGM</i>	NA
<b>3</b>	<i>Chair's report</i>	<p>Spooky Disco £400-450. Christmas Party and Raffle with hampers £500+. Mother's Day coffee morning. Father's Day coffee morning. Summer Fayre £1400 raised. Panto- ran at a loss but excellent opportunity. Easter Disco- Older one didn't run as well. Film Nights £350 per event raised. Fashion Show £400 raised. Ice-cream shed £800 over the Summer term. IQ Christmas cards- children £150 raised.</p> <p><u>Moving Forwards:</u> Christmas Party was a real success- hot food. instead, want to run this again. Coffee mornings to continue.</p> <p>Erica: Need to distribute the roles for this upcoming year to ensure the PTFA continues.</p>
<b>4</b>	<i>Secretary's report</i>	Looking to appoint new this year.



<b>5</b>	<i>Financial report</i>	<p>Erica Westbury current treasurer.</p> <p>£7794.27 Incomings  <u>£9189.78 Outgoings</u>  <b>£1395.41 Difference</b></p> <p>£3402.53 Activities profit (£400 stock still)</p> <p>£4797.94 Purchases this year- E.g: Window blinds £2760, 2xComputers £975, Revision guides £270, Twilight £203, Year 3 first aid £325, Year 6 50% leavers book £260.</p> <p>Closing PTFA Bank Balance: £5034</p>
<b>6</b>	<i>Election of committee</i>	<p>Chair- Jenny Coley          Co-Chair- Alisiya Hill          Treasurer- Julie Mazone          Secretary- ADVERTISE NEWSLETTER/(<i>Nicky Elwart-Support from school</i>)</p>
<b>7</b>	<i>A.O.B -</i>	<p><u>Event Proposals</u></p> <p>AUTUMN</p> <ul style="list-style-type: none"> <li>● Spooky Disco Friday 25th October- DJ Booked 5:45-6:45pm and 7:00-8:30pm.</li> <li>● McMillan Coffee morning</li> <li>● Christmas Party</li> </ul> <p>SPRING</p> <ul style="list-style-type: none"> <li>● Mother's Day Coffee Morning</li> <li>● KS1 Easter Egg Hunt</li> <li>● Movie Night/Fashion Show</li> </ul> <p>SUMMER</p> <ul style="list-style-type: none"> <li>● Father's Day Coffee Morning</li> <li>● Summer Fayre</li> <li>● Ice creams sold in shed</li> </ul> <p><u>School to look at:</u>          Advertising PTFA and for Secretary post.          Regular updates on website and newsletter.          Board on the playground.          Volunteer to liaise with school.</p> <p><u>Purchasing proposals for 2019-2020:</u></p>



		<ul style="list-style-type: none"><li>-Year 6 leaver's books.</li><li>-Shelters for playground.</li><li>-Wet Play Boxes for each class.</li><li>-Year 3 First Aid £325.</li><li>-Blind for main hall.</li></ul>
<b>8</b>	<i>Date of next meeting</i>	Wednesday 2nd October 2019 6pm