



**Friends of Castlefields PTA
AGM meeting Minutes
21st of September 2023, 7:30 p.m.**

Attendees: Harriet, Leah, Hayley, Liz, Beckie L, Amy W, Martha, Claire M, Hannah B, Sam, Helen, Faye, Kelly

Apologies: Sarah M, Michaela, Vicky, Hannah P

Review of previous items

1. Review of minutes of the AGM held on 14th of September 2022

- School appreciated the help with travel costs for each class during the cost of living crisis, however this got lost, so to bring costs down school are looking into minibus licences for staff and to use Oldbury Wells school mini buses.

2. Matters arising from the minutes

-None

3. Chair's report 2022/2023

Big successes –

Circus - Enjoyable and something different, good feedback from parents

Bridgnorth walk raised a fantastic amount again this year,

Bag2School collections,

Frozen Fridays were a great success,

Winter fayre- external stalls went very well, a profitable event,

Family Quiz night –a fun evening and good profits made from food/bar,

Disco Daddy (which is booked again for 8th November and paid for)

4. Treasurer's report for the year ending 6th of September 2023

- Bank account is very healthy. We are keen to get spending it.
- We have purchased the school football goals which have been used well already, reading shed is on order, however there is a delay with the order.
- Storage tubs and freezer have been purchased
- Year 6 leavers do
- Easter eggs for all children
- A theatrical performance

Funds and trim trail funds

Beckie has asked if this year the money raised by the PTA could continue to go towards the residential trips for years 5 and 6 (travel costs), also key stage 2 playground trim trail which can be expanded on in the future. Committee are very supportive and excited to fund this for KS2 after holding off on it during 2022-2023 academic year.

5. Election of offices and trustees of the committee

Co-Chairs: Harriet Page and Leah Savage

Treasurer: Hayley Roe

Secretary: Liz Pickford



All happy to stay on for another year, no one else put themselves forward for these roles.

Helen Russell – Helen is happy to look for local business links and complete funding grants paperwork / finding evidence for the impact for the school and community.

Committee members:

Everyone from last year, happy to stay a committee member.

6. Next events for 2023/2024

- Family fun day - consider dates for 2024 for the inflatables we have paid to hire (on hold due to cancelled family fun day in July), potential to see if the slushy machine can be used at an alternate time e.g. Winter fair.
- 'Bag2school' collection – booked for 29th of September
 - A reminder has gone out on newsletter on WhatsApp groups
- Halloween pumpkin competition?
 - We could hold this 25th or 26th October before the half term or just after the half term/ Set as optional homework and to upload a photo of their pumpkin on class dojo
 - Harriet and Leah to consult the school on what they would like to run.
- November disco
 - Wednesday the 8th of November 2023, disco daddy booked and paid for, 5pm to 7pm
 - DBS volunteers needed – Leah, Harriet, Martha, Clare M (got)
 - Staff to help – Beckie to get staff to help
 - Need between 8 to 10 people to help
 - Reception pupils can attend parents to consider if it would be too loud
 - Not a themed disco
 - cashless disco
 - children to be collected out of their class door
- Festive season
 - Winter fair and craft Stalls a £10 charge per table and a raffle prize this year, external stalls to ensure they have their own insurance
 - Friday 8th December, proposed straight from school time but this can be difficult to organise and we agreed 6pm- 8pm – school are doing Christmas jumper day and Christmas run on the same day.
 - Helpers for the day at the moment Leah, Harriet, Sam, Liz, Amy, Claire, Hannah B
 - Calendars to be done but not as many/no to cards/no to tea towels- consider Christmas decoration - arty studio/Glaze/Penguin pottery - could do personalised items
 - Elf shop to confirm date with Becky, proving successful, we have already got some good stock in and wrapping paper from last year.



-Gifts for all children or class gift? Becky would like a small chocolate gift for each child as a key stage 2 class gift is hard to do

-Party day – PTA to fund pizza from Efes, this was agreed - Thursday 21st December. Becky Lee has spoken to Hussein from Efes already.

-Santa for the winter fair Needed, Helen's other half maybe able to do it for us.

2024 ideas

- Movie nights possibly late January easier to organise
- Chocolate bingo / family quiz - consider doing one or the other - before Easter maybe?
- 2 possible dates have been pencilled in for summer fair – 22nd or 29th June (Sports week 17th or 24th of June)

7. Any other business

No items raised.