



## AGS FRIENDS - MINUTES

Wednesday 6 November 2024, 7:00pm virtual for elected committee members only

### In Attendance

R.Thorpe, Y.Bruton, H.Silcox, G.Farrington, J.Parry

#### 1. Minutes/actions/updates

All agreed minutes were correct and accurate. Everyone happy with the actions.

**Action - RT to look at data policy.**

#### 2. Parentkind - renewal of membership

GF has sorted out direct debit so membership will auto renew. All agreed good value, lots of resources and includes necessary insurance. VB has also been able to form some networks through parentkind.

#### 3. Lottery briefing

GF informed the committee that 131 numbers have been brought. Our share will be £1886.00. A few people have said that if they win they will donate their winnings back to the PTA. GF has emailed all entrants with reminders for payment. Weds 13 November will be the first draw and it was agreed that this would be recorded. A random online generator will be used. During parents evening this will be advertised. GF is happy to continue with the admin for this. It was agreed that committee members could purchase numbers as the draw is recorded and during committee meetings with witnesses. VB informed that the return will be done once a year as this is one event and no further information has been received.

**Action - HS to update website with new terms and conditions.**

#### 4. Event updates

Bingo ticket sales are live. Event licence done. Sponsorship sorted, cups to arrive 22 November. Sponsor is Designer Travel, will have logo on cups, business cards on tables and logo on welcome screen.

Catering at events - trolley worked well, to use going forward.

Christmas concert 10 December with an interval to cater for.

**Action VB to write a letter for businesses to ask for support and build relationships.**

## 5. AGM planning

Formal notice will need to be given last week of term (December). It was agreed that the number of people on the committee worked. RT suggested that someone could take the lead on refreshments. The AGM will be a celebration of the work so far, RT will provide a cake.

**Action - Organise a committee meeting before the AGM.**

## 6. Policies

Safeguarding policy now updated. All policies to be ready for the AGM.

**Action - VB to liaise with Jo Turner about safeguarding policy.**

**RT to look at 'Martins Law' and include PTA events.**

## 7. Christmas Raffle

To organise a virtual Christmas raffle and prizes. Not to be house related.

## 8. Background fund raising

Easy fundraising - record a short video on how to do this and push with staff before Christmas. Big push in the new year with parents.

Match Funding - VB has registered PTA with Benevity.

Sponsorship - build this up. Grants available for the school currently being looked into and includes the PTA.

**Action - VB to record 'how to' video**

## 9. Any other Business

HS to set up folder in email account for the lottery and GF to put any emails dealt with in here.

VB suggested running a Christmas making wreath workshop as a PTA event. HS to check when PE3 is free.