

St Peter's School



St Albans

ST PETER'S SCHOOL PARENTS STAFF ASSOCIATION ANNUAL GENERAL MEETING MINUTES

8 February 2019

9am: Community Room, St Peter's School

Attendees: Kathryn Stannard Moore KSM, Richard Saunders RS, Kate Swindells KS, Gillie Young GY, Jackie Jayawardena JJ, Liz Hunt LH, Justine Cropper JC, Suzie Daniels SD, Kathryn McManus KMc, Jenny Stebbing JS, Emma Hall EH, Kelly Constantine KC, Jenny Harvey JH, Denise Bone DB

Class Reps:

Nursery: Kathryn McManus, Reception: Liz Hunt, 1: Cath Gladding and Denise Bone, 2: Jenny Harvey and Ola Kubas 3: Jackie Jayawardena 4: Marija Maher Differnthal and Jenny Wickett, 5: Kelly Constantine, 6: Emma Hall

1. Appointment of Chair

Appointment of Kathryn Standard Moore as Chair

RS opened the meeting and nominated KSM as our new chair. There was a unanimous vote to elect her.

2. Opening welcome and introduction

KSM thanked everyone for ongoing support both from the families and teachers for giving up their time to fundraise for the school

3. Apologies

Heather Latham HL, Helen Beckett HB

4. Stepping down of Officers

KSM announced that HB has stepped down from her role as co-secretary, and thanked her for all she's done as co-secretary and in general as an active member of the PSA. HB will continue to be an active member of the PSA.

5. Approval of minutes from last AGM on 12 January 2018

Copies of the previous AGM minutes were circulated and approved unanimously.

6. Proposal of change of date of future AGMs

KSM and RS proposed changing the date of future AGMs to the autumn term to fit better with the school calendar. It was agreed to hold these in late September/early October to give new families a little time to settle into school life. The date for the next AGM was proposed as 4th October, and confirmed by GY and KSM.

7. Finance report and accounts

Presentation of financial report and accounts for the 2017/18 school year for discussion and approval. Confirmation of current cash position

RS circulated Income/Expenditure accounts overviews and itemised lists.

RS is more than happy for anyone to view the financial information in more detail.

The purchase of 15 extra glockenspiels was approved, so now every child in a class will have one to themselves.

8. Mrs Young's update

GY thanked everyone for putting on wonderful events, which benefit the school community as well as raising funds. Also for work of the PSA on other matters, such as helping to clear out the portacabin. Particular thanks to KSM and RS for keeping everything going. GY also thanked her staff for helping at events too.

GY also thanked the PSA for the funds donated to pay for items and activities for the school children. Special thanks for the significant investment of the extra Ipads which have made a great difference to teaching, and the History Off The Page sessions that everyone enjoys.

The School Council are very excited to work out how to spend their £200 from the coppers collections. This may possibly be spent on a set of new tennis racquets for the Junior playground, as the current set are wearing out. A Giant Game for the Infants playground (such as Giant Pick Up Sticks) may be chosen. The PSA are happy to donate additional money if the children go a little over budget. Watch this space!

GY noted that with the school expansion going ahead, the school are holding back on major purchases. There will be lots to buy and lots of unknowns when the time comes. The PSA and the school are keeping reserves for this reason.

There will be rooms to kit out, such as a sensory room and a cookery room. Play equipment may need to be replaced if it doesn't withstand the move e.g. large nursery play items. Fundraising for specific reasons may engage more families, and the idea of another gala dinner auction to tie in with this closer to the time was suggested and met with agreement.

The portacabin is STAYING!!!

As the building works take place there may be restrictions regarding the access to outdoor space so we will manage this as we approach each event. Certain events from 2020 (e.g. camp night) may have to go ahead in a different format.

9. Upcoming events

Friday 1 March – Comedy night

Friday 29 March – Lottery draw, Coppers, Cake and T-Towel sale

Thursday 4 April – Infant disco

Thursday 25 April – Junior disco

Friday 10 May – Fun Friday

Friday 17 May – Curry and activity family event

Sunday 9 June - Water station half marathon (subject to finding volunteers, potentially a few from each year group)

Week beginning 10 June – Sponsored event

Saturday 22 June - Camp night

Saturday 6 July - Summer fair

Friday 4th Oct - AGM

TBC – Autumn term New families welcome event

Friday 1 March – Comedy night

GY will send out letter again and Class reps will send messages out again to boost sales. The poster is out soon.

Friday 29th March – Lottery draw (RS to check with Mel/Anita), Coppers, Cake Sales and T-Towel sale

It was decided that the last day of term is not the best date for the lottery draw, as end of term has early pick up time and many families rush off. We need to make sure there's a big audience

to keep this fun and encourage new families to sign up. It will now be added to the date for Cake sales. Parents/carers are welcome to bring a cuppa in their own lidded cups and socialise in the playground up until clubs finish at 4.15.

Thursday 4 April – Infant disco

Liza McIntyre will be running this. This is open to Nursery children too.

Thursday 25th April - Junior disco

Caroline Cox will be running it. Tickets for snacks will be scrapped as this turned out to be too complicated last year. was too complicated with tickets for snack, so keep as same format as infants

Friday 10 May – Fun Friday

Friday 17 May - Curry and activity family event. 5-7pm A fun quiz pitched for all ages or bingo, or a selection of activities was proposed. Possibly each class organises one small activity each. We'll need 2 or 3 volunteers for this. Maniza (Y3) , Aadam's mum is organising the curry. KSM will liaise.

Sunday 9 June – Water station half marathon.

The PSA Committee have replied to say we are maybe interested in doing this again. Tara Scanlan has stepped down from organising this. She was thanked for all her efforts over the years in doing this. KSM will put a letter out to parents for volunteers

Week beginning 10 June – Sponsored event

It was agreed that we would keep this as the bounce as the children really enjoy it. KSM will look into volunteers.

Saturday 22 June - Camp night

KC will organise this (more than likely our last one) with KM and Rachel Sangster. Joe Timor may be able to organise the food (RS to enquire)

Saturday 6 July – Summer fair

Needs an organiser. KSM to look into this

TBC – Autumn term New Families welcome event

10. Any other business

EH enquired about the PSA funding the Y6 leaving party hall hire and leaving books. This was agreed

Fundraising opportunities

Estate agents – KSM is struggling to find a company to provide boards/advertising. Generally £500 for 20 boards. Does anyone know of companies still doing this? KSM to ask Paul Barker

DB reported that some of the Year 1 parents are interested in hosting a Lego festival in Autumn Term 2020. This could be over several rooms, have stalls, swap/bring and buy, competitions, and refreshments. Cath Gladding is the point of contact.

My Name Tags/Stamptastic – needs promoting by a new volunteer. Thanks to Rebecca Westlake for doing this previously. A flyer could go in the New parents welcome pack.

JS suggested keeping in touch with Alumni for fundraising opportunities. Alumni would have to be a school rather than PSA thing as we don't have capacity to hold ongoing information like that securely. GY indicated they didn't have anything like this at present.