

Sherwood Primary School  
Parent Teacher Association  
Supporters of Sherwood



## COMMITTEE MEETING

Thursday 10<sup>th</sup> March 2022 6pm – Meeting held at Sherwood School

## MINUTES OF THE MEETING

### In Attendance

JL – Head of School  
PW – Chair  
KS – Treasurer  
LD – Secretary  
LL  
AS  
SB

### Apologies for absence

KC  
NJ  
JC

### Approval of last minutes – AGM held 23.02.2021

Previous minutes have been circulated, agreed and published onto the school website

### Matters arising from the minutes

NA

### Chairs Report for 2020/2021

PW welcomed everyone to the meeting, noting this was the first face to face meeting post pandemic. He noted the success of the events taken place this year as well as the nearly new uniform shop. JL added that with the success of the WBD book swap that this should be made a yearly event.

JL Thanked the PTA for all their hard work over the pandemic and noted how successful the group had been during such challenging times. It was noted that this was the first face to face meeting and felt positive to move forward now with events being able to take place.

### Financial Update

Figures have been circulated prior to the meeting.

KS presented the accounts for 01/08/2020 – 31/07/2021

The most popular events noted as the Christmas Lucky Squares raising £904.30 and Christmas raffle £887.03

Total Raised: £3316.32 , Donations £1327.80 and current balance stands at £3311.52

Discussion: PTA have agreed to fund the new first of the new benches. JL requested any known contacts who create seats logs the school had. LL to pass on contact details to JL.

Funds to be used for the outdoor classroom, it was suggested that this be advertised to parents to show what the fundraising was being used for – to be included in the newsletter.

JL also requested new playground markings be funded by the PTA.

AS requested donations for Y1 and 2 play equipment – quotes to be presented at the next meeting.

KS is hopeful that the move to charity registration will be confirmed. KS and LL to complete required paperwork.

### **Appointment of Independent Examiner of Accounts**

Mr Quirk had reviewed the accounts and is happy to continue in this role.

### **Election of Officers and Trustees of the Committee**

PW reported that he will no longer be standing as chair with immediate effect. JL thanked PW for all the support in chairing through such difficult times.

LL was voted in as Chair – LD proposed, KS seconded

KS was voted in as Treasurer - PW proposed, AS seconded

LD was voted in as Secretary – KS proposed, LL seconded.

AS and PW confirmed they will continue as committee members. LD to seek clarification from other current committee members not in attendance if they are happy to continue to do so.

### **Special Business**

#### **Adoption of new constitution**

Papers had been previously circulated, those in attendance were all in agreement – 6 committee members voted for, 0 against.

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### **Event Planning**

24<sup>th</sup> March 2022 - Disco: PW confirmed the DJ has been booked. Further information on times and cost to be advertised on the newsletter.

LL to co-ordinate purchasing supplies.

PW to feedback an inventory of supplies he currently has and arrange for these to be brought back into school. JL confirmed ample loft storage if needed.

25<sup>th</sup> May 2022 Queens Jubilee Summer Fair: JL highlighted the different stalls that will be present Picnic, raffle, tombola, face painting, henna, pizza, lucky dip, stocks, hook a duck, Ice creams, sweet cones

Children to present dances from different era's from the Queens reign.

LL suggested a Jubilee keepsake be gifted to the children

Non uniform day for donations bottles and chocolate.

Uniform Pop Up Shop: Friday 25<sup>th</sup> March from 3pm in the yard/hall

SR had previously asked re leavers hoodies. JL responded the school contribute t shirts for the Borwick Hall trip.

Staff gifts discussed – KS suggested an alternative of charity donations. JL responded to say that these would have to included in a gift register.

**Date of Next Meeting**  
**21<sup>st</sup> April 2022 6pm at School**