



Sherwood Primary School PTA AGM, 13.11.24, Zoom, 7pm

Supporters of Sherwood

Attendance: Lianne Bowker, Stephanie Dunbavan, Jodie Lumb, Justice, Karen Screen, Fiona Williams, Katy Moren, Venkat Nallamilli

AGENDA

Ordinary Business

- 1) Finance update from treasurer - £17k, to be dispersed into school funds to pay towards the new adventure playground, as agreed by committee. Some monies to be kept back circa £500 that may be needed to resource the next event.
- 2) Gift aid was not set up for the fun run, which impacted income; this concern was raised by Karen. Stephanie informed us that this was due to the fact that we were operating within the 'Just Giving' system. Our Charity was not appearing as a registered Charity from the drop down set up process; this proved to be the obstacle. Going forward, for future events we will endeavour to contact Just Giving in advance, when planning events, to maximise income via use of Gift Aid.
- 3) New bank account: Karen has advised that prior to using the new account, it is set-up with dual authorisation, so two people have to authorise all payments. Also suggested that all signatories (Steph, Jodie and Lianne) are applied for.
- 4) We have a new chair, updated committee roles and responsibilities as below
Chair – Lianne Bowker
Secretary - Venkat Nallamilli
Treasurer – Stephanie Dunbavan
Other Committee members
- 5) School Lottery – is providing good income and requires promoting again via leaflet
- 6) December Xmas events
 - a. Raffle – prizes need to be sourced (vouchers £250/£100/£50 & craft penguin voucher). We also need to get some squish mellow cuddles.
 - b. Hampers – Friday 6 December – donation day, x14 large & x14 small shoe box hampers to be packed in classes with some circulation of donations between classes to ensure hampers have a good range of items in them. Some PTA support maybe needed at the end to make them ready to give out as prizes at the end.
 - c. Lucky squares
 - d. Email supermarkets – Aldi, Asda and Sainsburys for prizes
- 7) PTA bank account/Charity update – Stephanie to persist with Lloyds bank despite several issues on the bank side. Monies to be dispersed into school account to pay for playground. Any unwanted transaction charges/monthly fees Steph has reported as being unlikely, but she will confirm, when she can.

Any Other Business

- 6) AOB – suggested by Mrs Lumb and agreed 50% funds from (Lucky squares) is donated to the Cancer charity (Young Lives vs. Cancer). There is a connection here with a pupil at the school/Manchester hospital etc.
- 7) Use of card machine in school to take small payments that may otherwise get missed – an option to be explored

Date of Next Meeting

22 January, 7pm

Agenda – planning of Disco on first half-term and Easter Bingo