



The Richard Clarke First School PTFA  
Head Teacher: Mrs Kay Hanson  
Registered Charity: 1111098

**PTFA AGM**  
**14.07.2023. Held in school – 3.30pm**

**Minutes of the latest meeting:**

**Present:** Susie Gray (SG), Elizabeth Dear (ED), Rachael Gavin (RG), Claire Reed (CR), Katie Redfern (KR)  
Teacher Representation: Kay Hanson (KH)

**Apologies:** Charlotte Fryatt (CF), Jeanette Redfern (JR), Natalie Boyce (NB), Lauren Parkinson (LP), Jenny Barnes (JB), Ellie Robinson (ER), Laura Tomlinson (LT), Harriet

**Minutes from the last meeting:** Minutes from the previous meeting had been circulated prior and approved.

**AGM 2023:**

Chairs reflection –

Looking back on the last year I am really proud of what we have achieved and how we have been able to support the school during this time of national financial crisis. It is fantastic to see the direct investment we put back into the school and the children. It was also positive to see some new members join this year giving us a much needed boost to our volunteer numbers and I want to thank all our members for the time and ideas they have committed to the PTFA, it cannot be done without you.

Headteacher reflection –

I would like to personally thank the PTFA for all their hard work this academic year to both raise important funds for school, and to put on enjoyable events for the children and the parents. These events provide a sense of community spirit and strong teamwork that is at the heart of the success of RCFS. The much needed funds, have enabled us to buy great resources like the chromebook charging trolley and our new reading intervention books, making a real difference to the quality of education for our children. It's been lovely to have new people on the committee and some new helpers on board bringing new ideas and new energy. Thank you to all involved, keep up the good work!

Treasurers Report –

RG ran through the treasurers report – see separate report.

Election of Officers -

As per the election procedure the entire committee stood down from their positions for this academic year. The advertisement went out to the school community to give everyone the opportunity to be involved, with the results as follows:

Position	Name	Proposed by	Seconded by
Chair	Susie Gray	Lauren Parkinson	Laura Tomlinson
Treasurer	Rachael Gavin	Katie Redfern	Jeanette Redfern
Secretary	Liz Dear	Natalie Boyce	Emma Carter

**Matters Arising:**

Looking forward to the next academic year, we need to look at some possible future plans.

We need to review the trip contribution for the next academic year. Was the £15 per child needed? Are we able to afford that this year? Was non parental contribution still an issue? Is there a better way of distributing it? Further discussion to be had at first September meeting.

**Other Business**

Everything going to plan for The Richards.

KH looking for £1000 contribution towards furniture in Reception classroom. SG to review finances as the charging trolley had not been paid out before the treasurers report was published.

Next meeting TBC – September 2023

Signed.....

Date.....