

Agenda for Woodcote Primary PFTA AGM

Friday 8th February 2013 at 9am

PTFA Committee: Catherine Harper (CH), Nick Fordyce-Browne(NFB), Julie Urquhart(JU), James Collins (JC) Alison Bean (AB), Kim Lindsay (KL), Heather Verlander (HV), Catherine Atkinson (CA), Emma Scoones (ES), Duncan Munn (DM), Maria Degenis (MD), Jenny Cameron- Blair-Ford (JCBF), Ammara Awan (AA)

No.	Agenda Item	Outcome / comments	
1	Apologies for absence / welcome to all	KL, HV, ES, DM, JCBF, AA, CA	JU
2	Chairs report of the year's activities	JU summarized the Chair's report for the period thanked all volunteers and reminded all that the aim is to increase the community feel.	JU
3	Financial update	CH –provided financial position and most financially successful fundraising activities	CH
4	Approval of the audited accounts for the year ending 31/07/2012	Approved.	CH
5	All the committee will formally stand down	JU, ES, NFB, CH stood down from current positions	CH
6	Election of the four main committee roles. Chair Vice Chair Treasurer Secretary	<ul style="list-style-type: none"> • There were no nominations for chair so Julie Urquhart voted in. • There were no nominations for vice chair so Nic Fordyce-Browne voted in • Claire Clark was nominated for Treasurer and voted in. • Catherine Harper was nominated for Secretary and voted in. 	JU
7	Nomination / volunteers for general committee post and class representatives.	General members voted in: <ul style="list-style-type: none"> • James Collins • Duncan Mann • Alison Bean • Maria Degenis • Carol Bedwell (SLT representative) 	NFB
8	Welcome from your new committee.	JU welcomed all on behalf of newly voted committee.	Chair
9	Ideas for fundraising events for next year.	NFB outlined events for coming year and asked for new suggestions.	NFB
10	Subcommittee organization	NFB outlined subcommittees and responsibilities and asked for suggestions for volunteers.	NFB
11	General Feedback of the past 18 months	Positive feedback provided by those present. NFB reminded everyone of ways to contact committee and that we welcome both positive and negative feedback. Also, NFB advised all to look at the website and that our Facebook page is now up and running and there for all to utilize.	CH /ALL
12	AOB	JC advised of new legislation that we must provide the school with a copy of the accounts. CH to action.	

Coffee and cakes:

Friday 15th March 2013

Date of next PFTA meeting:

To be confirmed with new committee