



Friends of Banwell Primary School

charity no:1049803

Chair: Alice Geleit Urch
Banwell Primary School, West Street, Banwell, BS29 6DP
Email:friendsofbanwell@gmail.com



Venue:	Banwell Primary School		
Date:	Thursday 2 nd October	Time:	3:30pm - 4:15pm
Attendees:		Apologies:	
Chair – Alice Geleit Urch (AGU)		Tiah Clarke	
Vice-Chair – Leanne Sherlock (LS)		Sian Hall (SH)	
Secretary – Laura Baron (LB)			
Treasurer – Harriet Penman (HP)			
Staff – Roxanne Simpson			
Staff – Sarah Dockerty			
Staff – Rosy Wyatt			
Parent – Naomi Heal (NH)			
Parent – Christopher Heal (CH)			
Parent – Sam Robertson			
Parent – Mollie Deakin			

1. Welcome and Chairs Report

AGU Presented the chairpersons report for the last year:

“Good afternoon everyone and welcome to our Annual General Meeting,

Firstly, I'd like to say a massive thank you to Laura, Leanne and Harriet who have given their time throughout the last year to put on some fantastic events for the children. We've all worked really hard and I hope that the children have enjoyed themselves.

I would also like to thank the staff, teachers, parents and carers who have volunteered to help, baked for bake sales and attended any of the events Whether helping to run a stall,

donating prizes, or volunteering their time, the support has been brilliant. We have had some amazing support from local businesses and community organisations too.

Harriett will talk more about the financial successes of the last year but I wanted to acknowledge where the funds have gone. We have been able to fund the purchase of new sensory equipment for each classroom, support school trips and we arranged for the local author, Nicola Skinner, to visit the school on World Book Day,

In the coming year, we aim to build on our successes with new fundraising initiatives continuing to support enrichment activities for the children and explore ways to make volunteering even easier and more inclusive. We hope to encourage more parents to join us in planning and running events.

In closing, I would like to say how proud I am of what we have achieved together as a PTA this year. Your support and enthusiasm are what makes this possible. Thank you once again and I look forward to another year ahead."

2. Financial Overview

HP Presented the Treasurers report after giving thanks to all the other PTA members, staff and parents for their involvement over the last year.

Details were given of key achievements, how money had been spent, and summary of fundraising that took place last year.

Please see attached Treasurers report for full details.

3. Roles & Responsibilities

LB updates whilst we need individuals to take up the committee roles to be responsible for planning and organising events and coordinating the team, we will continue with the 'friends of friends' group who help out on an ad hoc basis as and when they can at events. This proved over the last year to be successful in a way of obtaining more volunteers at events and a way of updating parents who are interested in the PTA's plannings.

LS noted that she would like to step down as vice chair and take a more background role and due to a relocation, **HP** would like to step down as the role of treasurer.

The roles we have previously advertised were as follows: Chair, Vice Chair, Secretary, Treasurer, Social Media and Marketing and Grants Officer.

4. Nominations for Committee Roles

The following nominations were made and accepted by majority vote:

Alice Geleit Urch – Remaining as Chair

Laura Baron – Moving from Secretary to Vice Chair

Leanne Sherlock – Stepping down as Vice Chair and will manage social media and marketing

Sian – Appointed as treasurer

Naomi Heal – Appointed as Secretary

Christopher Heal – Appointed as Grants Officer

AGU confirmed herself and Laura, will continue to be trustees, Leanne Sherlock and Harriet Penman will be removed as trustees and Sian and Naomi will be appointed as trustees of the Friends of Banwell School PTA. An update will be made to the Charity Commission to reflect this.

Congratulations to the new team!

ACTION:

HP to handover all treasurer details to ***SH***.

LB to handover all secretary details to ***NH***

LB Update Charity Commission

New committee members to be given access to ParentKind, Google drive and Gmail.

5. Upcoming Objectives & Fundraising

Upcoming events:

- Christmas Cards – In the pipeline. (The company who ran the Christmas cards went under and was purchased by another firm. We are yet to receive funds from the 2024 Christmas cards but have been assured that this will be paid with profits from 2025)
- Christmas fair (smaller scale than the summer fair) 12/12/2025 Friday straight after school.
Suggested events:
 - Sponsored colour run in May.
 - Bingo night – Easter.
 - Summer fair.
 - Christmas movie night. 3 different movies in 3 different rooms. Different movie options (all age appropriate), tuck.
 - Tuck shops. Bake sales, ice cream/lollies in summer

What are we saving for:

- Freezer
- Hot water Urn
- Reception book bags
- Year 6 leavers bears
- 20 Tablets

6. Upcoming Events

- Drinks social – 3rd Oct
- Bake Sale – 6th Oct
- Tuck shop – 17th Oct
- Disco & Non uniform day – 23rd Oct

- Tea & Coffee for nativity performances - TBC
- Movie Night – 20th Nov
- Doughnuts – 17th Dec
- Non uniform day for Tombola prizes - TBC
- Christmas Fair – 12th Dec

7. AOB

LB explained that she thought that the PTA had been following the Parent Kind constitution (copy of which is available upon request) and thought we have been running as a PTA in line with it, but we never officially adopted it. A vote was cast to officially adopt the constitution which was agreed by all.

ACTION: **LB** to arrange for the constitution to be officially adopted and updated with the Charities Commission.

AGU Advised that the PTA have been contacted by the Blakehay Theatre with an offer for £8 tickets for the Christmas Panto but the school already have things in the pipeline for this. **AGU** to contact the theatre and see if the offer would stand for any other productions in the new year.

ACTION: **AGU** to contact Blakehay Theatre