



PARENT TEACHER ASSOCIATION

Holy Trinity C of E School Cuckfield

AGM Meeting Minutes

Tuesday 23rd January 2024 – 7:30pm

Holy Trinity School, Cuckfield / Online

No.	Agenda Item & Notes
1.	<p>Welcome, note attendance and apologies:</p> <p>In attendance (in person) Sophie Lightoller - Chair Emma Hughes - Vice Co-Chair Amy Hughes – Vice Co-Chair Louise Henderson - Co-Secretary Kat Finley - Co-Secretary Alice Brown – Treasurer Ann MacGregor – Head Jen Brown Natalia Moore Madeleine Penny</p> <p>Online Ben Slack Anna Slack Ben/Jess Eustace Simon/Lindsay Deighton Toni Langley Charlotte Rawle Laura Emmerson Steve Gozo-Hill Kate Bendall Fi Halsey Abi Harley Sarah Raciti Lucy Watts</p> <p>Apologies Paulina Hechenleitner – Trustee</p>
2.	<p>Approve minutes from the last meeting</p> <p>Approved.</p>
3.	<p>Chair's Report – Sophie Lightoller</p> <ul style="list-style-type: none">- Note of thanks to everyone for coming this evening and welcome to those joining remotely.- The past year has seen a fantastic number of events at school. It is important to remember that the PTA stands solely to provide and enhance the experiences of our children and we could not do this without your support.- Note of thanks to the wider PTA committee, class reps, Mrs MacGregor, staff and all parents and carers for their help, support and encouragement.



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	<ul style="list-style-type: none">- A huge thanks to all those who have helped out, It has been really enjoyable to be part of such a great team and a special mention must go to Lou Henderson who is just incredible and instrumental to everything that goes on.- Very sad to see Alice and Amy stand down from their roles but are delighted they will remain as trustees.- The past year has seen some exciting and successful new events, the incredible 'Colour Run' and the birds of prey at the summer fair are two standouts as well as a continuation of many of our favourites. These events are a mix of fundraising, non-profit and funded experiences for our children and their families:- It is worth highlighting these events and some of the people that, together with the PTA, that contribute to making them happen.- The PTA have continued to be able to fund termly Forest school sessions for all children. Forest School is lead by the truly inspirational Paulina and Mrs Dobson. This is one of the highlights for all our children and we are both proud and grateful to be able to provide this.- 2024 looks to be another exciting year and we have lots of ideas for future events and always welcome more.- We are excited that the Colour run provided funds for the Circus workshop which will take place at the end of term. There will be a big top in the field, a show and then each class will have a circus skills workshop!- Please do get in touch with any of the team if you have any questions, ideas, frustrations or just would like to know more about the PTA; we are always about for a chat and really do welcome extra pairs of hands.- We have an opportunity for someone to take on a Fundraising role – many companies such as major supermarkets and more have funds to distribute, it is very little work, but would be a wonderful and potentially easy way to raise additional funds.
4.	Treasurer's Report Presented by Alice Brown –Treasurer See attached summary.
5.	Head Teacher's Report <ul style="list-style-type: none">- Thanked the PTA for all their hard work and said how much the children benefit from everything that that has been done this year.- Forest School is always a big highlight. Said how wonderful it is to see the Children's faces, particularly the reception children.- Now Miss Marshall is trained in Forest School the aim is to have 2 sessions per class, per term. Reiterated how lucky the children are.- The Children loved the pantomime.- Opera Brava is always a highlight for year 5 and an experience most schools don't have. 'Worth its weight in gold!' - when year 6 leave, it is often what they say is the best memory from their school experience. It has also led to external opportunities for some children which is fantastic.- Very grateful for all the wish list funds and the children really appreciate it. Seeing items, books and resources around the school funded by the PTA is so great and such a privilege.- Thanked the PTA again for all their hard work.
6.	Resignation & election of new committee members Presented by Sophie Lightoller – Chair



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- The current committee all formally resign.
- Attendees – 22 – majority required 12 to pass vote / appoint officers

Nominations for new committee are as follows:

Position	Proposer / Seconder	Voting (Person Online)
Chair Sophie Lightoller	LH EH	9 8 = 17 majority
Vice Chair Jen Brown	SL LH	9 8 = 17 majority
Treasurer Emma Hughes	LH KF	9 8 = 17 majority
Co-Secretary Lou Henderson	JB EH	9 10 = 18 majority
Co-Secretary Kat Finley	JB EH	9 8 = 17 majority
Independent Auditor Ailsa Body	SL AB	10 11 = 21 majority

- Big thank you to Alice Brown and Amy Hughes for being part of the PTA for 2 years. They will be really missed. They will both be remaining as trustees.

New trustees:

- Natalia Moore
- Madeleine Penny
- Lucy Watts
- Abi Harley

We always welcome new Trustees. Please ask Louise Henderson & Kat Finley for more information.

7. AOB

- PTA Committee recruitment plan. The newly appointed committee will be standing down in January 2025 and would like to get a new team in place by September 2024 so that they can spend the autumn term smoothly handing over. Please get in touch if anyone is interested in joining.
- SL reiterated what a great 2 years it has been and what a privilege it is to raise money for the school which makes such a difference to our children's lives.

8. Date of next AGM

21st January 2025 – 7:30pm - Holy Trinity School & online