

Norris Bank School PTA - AGM Minutes

Date: Friday, 28th March 2025

Location: Stomping Ground, Shaw Road, Heaton Moor

Meeting called to order by: Co-Chairs Kirsty Cader and Flick Sawkins Hersee

Attendees: Listed at the foot of the minutes

1. Welcome & Introductions

The Co-Chairs welcomed everyone, shared apologies, and introduced the agenda for the meeting. The minutes of the previous AGM were approved.

2. Treasurer's Report

- A positive update was provided regarding the PTA's financial position.
- The current bank balance was noted as strong, supporting plans for upcoming events.

3. Chairs Report

- Presented by Kirsty Cader and Flick Sawkins Hersee

4. Teacher Feedback

- Verbal feedback from teaching staff was very positive, with general appreciation expressed for PTA support.
- A summary of teacher feedback will be circulated later.

5. Match Funding / Grants / Crowdfunding

- Continued exploration and promotion of match funding schemes were discussed.
- Jen will further investigate Asda grant opportunities.
- Jools Gurry expressed interest in pursuing grants for the PTA.
- Andrea highlighted the need to further promote **Easy Fundraising** (raising £62 in under a year) – to be discussed at the next committee meeting.
- Crowdfunding was proposed, with plans to approach Head Teacher Mrs. Ponsen after the Laurus Trust takeover.

6. Election of Committee Members

The PTA expressed gratitude to outgoing Committee Members Jo Stanton, Vicky Tolliday, and Emma Lowther for their hard work and dedication over the years.

Votes were cast with the following results:

- Kirsty Cader and Flick Sawkins Hersee were re-elected as the Co-Chairs - Nominated by Jane Norris & Martin Greaves - All present voted in favour and Kirsty and Flick were confirmed as the new Co-Chairs.
- Louise Hunter was nominated as the new Vice Chair - Nominated by Flick Sawkins Hersee & Beckie Greenhough - All present voted in favour and Louise was confirmed as the new Vice Chair.
- Nadine Puddoo was nominated as the new Treasurer - Nominated by Kirsty Cader and Flick Sawkins Hersee - All present voted in favour and Nadine was confirmed as the new Treasurer.
- Sarah Phillips was nominated as the new Secretary - Nominated by Flick Sawkins Hersee & Jools Gurry - All present voted in favour and Sarah was confirmed as the new Secretary.

7. Feedback Report

- Feedback highlighted appreciation for key events (e.g., discos, wreath making).
- Suggested improvements were noted for consideration by the new committee (details included in attached sheet).

8. Events Overview & Planning

- **Christmas Fair:** Volunteer support was insufficient; alternative approaches will be reviewed for next year.
- **Easter Disco and Open Gardens:** Planned and agreed upon.
- **Wreath Making Workshop:** Very successful and sold out.
- **Martin's Challenge:** Widely praised as inspiring and a major fundraiser.
- **Online Fundraising:** Highlighted as highly successful and to continue.
- **Coffee Van:** Potential for a fortnightly event under consideration.
- **Allergy-Friendly Snacks:** To be ensured at all disco events.
- **Golden Ticket Chocolate Box Event:** Anna Reid and Jools Gurry proposed this idea. Louise Hunter will arrange a meeting with Alex (Anna's husband) to discuss implementation based on his experience at his school.

9. Projects & Initiatives

- **Team SEND Room:** Katy B will lead the initiative, with support from Martin Greaves and Jools Gurry, who have offered to paint the room on Fridays.
- **Willow Tunnel Project:** £1,100 cost; school donation to be confirmed.
- **Uniform Scheme:** Beckie stepping down; Emma and Meg will continue managing sorting and organising.
- **60th Anniversary Plans:** Suggestion to create commemorative tea towels and potentially link the event to Open Gardens.
- **Black Curtain Proposal:** Raised as a possible addition for the school hall—needs further discussion.

10. Policies & Governance

- The constitution and PTA policies require review and updates.
- This will be addressed in the next committee meeting.

11. Any Other Business (AOB)

- **Comms and Visibility:** Louise Hunter discussed ideas with Rick (organiser of the Lotto) on improving communication to encourage more parents to sign up.
- **Volunteer Recruitment:** Louise Hunter to lead on bringing in more support from the wider parent body.
- **Black Curtain Proposal:** Further discussion needed to enhance hall facilities.

Next Committee Meeting: Date TBC—focus will be on governance updates and event planning.

Attendees:

- Steve Hersee
- Rebecca Greenhough
- Louise Hunter
- Jane Norris
- Lucy Gibbons
- Rick Wilson
- Martin Greaves
- Anna Reid
- Cherylynn Clegg

- Charlie Heaney
- Jane Tyler-Collings
- Amanda Tarpey
- Becky Shaw
- Claire Davies
- Eve McGregor
- Julia Gurry
- Mya Elgarice
- Sarah Phillips
- Debbie Harvey-Evans
- Katy Ellison
- Flick Sawkins-Hersee
- Emma Lowther
- Jaimie Lowther
- Karen Novak
- Kirsty Cader