**Beckford School Parent Staff Association**

**Annual General Meeting**

**Meeting minutes: Friday 6th October, 2017. 9.15am-10am**

**Held in Beckford Primary School dining hall**

**Committee members present:** Natasha Back (Co-Chair), Danielle Blanchard (Co-Chair), Clare Booth (Treasurer), Sam Smith (Head)

**Others present:** Anne Eisenblatter, Annika Coleman, Anna Cox, Seren Quested, Rebecca Moss, Caterina Romano, Keisha Lynch, Naomi Landau, Alana Rieske, Edward Avis, Claudia Hibbert, Afsaneh Sabrinejad, Anne-Marie Cope-Chase, Lucie Polya, Vanessa Bruzon (All parents)

**Apologies for absence:** Amanda Martin (School Liaison), Deirdre Farah-Jones (Parent), Ana Sors (Parent), Clementine Assouline (Parent)

1. **Introductions**Danielle Blanchard and Natasha Back welcomed all attendees and thanked them for attendance. They then gave a brief overview of the purpose of the PSA and encouraged new parents to become involved. Both Co-Chairs announced their decision to step down from the role at this point.
2. **Head Teacher**Sam Smith thanked the PSA for its work in 2016/17. She then talked about the purpose of the PSA and reminded us that the main aim of our events should continue to be to provide opportunities for the wider school community to come together. The fairs and movie nights are great examples of this and she encouraged us to always think about this element when considering new events. The money raised in the last academic year is going to be used to create enrichment workshops and opportunities for all children in the school, including activities in the school playground and wider external cultural opportunities. In addition she would like to discuss how the PSA could help to fund parenting workshops to increase access to support for families with pre-school children.
**ACTION** – new Chairs and Treasurer to meet with SS to discuss further plans for PSA. Anne-Marie Cope-Chase to be involved in the pre-school project as link with community centre through Candypeople.
3. **Treasurer’s report**

Clare Booth presented the Treasurer’s Report. Total Income generated for the year 2016/2017 was £5,560.80 mostly from the two fairs, movie nights and cake sales. (Expenses to be deducted for Net Income figure)
Full details can be found in the attached report.

Clare Booth reminded us about [www.easyfundraising.co.uk](http://www.easyfundraising.co.uk), which is a very easy way for us all to raise funds for the school. Parents and carers are encouraged to register as when purchasing from some online retailers, a contribution can be given to the school at no cost to the purchaser.

1. **Upcoming events**Forthcoming events planned in the PSA calendar for the rest of 2017:
* Bake Sales x 4
* EYFS picnic (already happened)
* Movie Nights x 3
* Winter Fair – 2nd December
* Summer Fair – Date TBC but usually July
1. **Election of PSA 2017/2018**Clare Booth thanked all the members of the PSA for their support over the last academic year. She then outlined the roles of committee and non-committee members and a vote was held.
	* Amanda Martin was nominated and elected as School Liaison Officer
	* Natasha Back and Danielle Blanchard stood down as Co-Chairs.
	* Clare Booth was nominated and elected as Treasurer.
	* Anna Cox was nominated and elected as Secretary.
	* Vanessa Bruzon and Caterina Romano were nominated and elected as Co-Chairs.

1. **Class Representatives**

Thank you to Naomi Landau, Anne-Marie Cope-Chase, Bex Moss, Alana Reiske and Keisha Lynch for volunteering to be class reps. We will send out a further email for more volunteers and potentially use Year Group Reps instead of class reps.

1. **AOB**Lucie Polya informed the PSA that West End Lane Books provide discounts on the book vouchers so please let them know we are Beckford parents whenever buying books from them.
Lucie Polya also mentioned “Text2Parents” which may be an effective way to communicate with parents quickly as many do not have access to email on their phone. Committee to investigate this.

The Committee thanked so many parents and carers for attending and were very encouraged by the positivity, enthusiasm and great suggestions from the group.

**Close of business 10am.**