

Minutes of the LVS PTFA

A.G.M.

7pm Monday 2nd October 2023

LVS Ascot – Conference Room

Committee

Name	Trustee	Present
Amanda Hamilton Martin (Chair)	Y	Y
Zoe Stewart (Treasurer)	Y	Y
Sophie Holt (Secretary)	Y	Y
Lindi Smit (School Liaison Officer)	Y	Y

	In person	Online
Additional Members in attendance:	19	4
(Due to GDPR this data is stored separately)		

Name	Trustee	Present
	Quorum	
N.B. Committee Meeting Quorum is twice the number of Committee members in Office at the commencement of the meeting.	6	
Quorate	Y	

P = Present A = Apologies N = No contact

	Meeting Minutes	Action By
1	Apologies: The meeting started at 7.05pm and was chaired by Amanda Hamilton- Martin <ul style="list-style-type: none"> Apologies were received from LD, B, LS, CC, LB, TS, BK-C 	
2	Minutes of the 2022-2023 AGM Proposal: Change to remove personal data from the minutes with the exception of the Trustees information. Nominated by Zoe Stewart Seconded by SB Minutes Approved unanimously	SH
3	Matters arising None	
4	Chair's report Amanda gave a summary of the previous year. Total Fundraised £19735. See report for breakdown. Delighted with the success. Gave thanks to J V-S for all her efforts to organise the Annual Ball which was not only a great social event but also our biggest fundraiser.	

	<p>We could spend over £11,000 towards school funded projects. See report for breakdown.</p> <p>Amanda gave thanks to all our volunteers, parents and staff for all their support in achieving such a successful year.</p> <p>Sponsorship – gets harder.</p> <p>Thanks to J VS for her support in getting all the sponsorship and raffle for the Annual Ball. A huge thanks too for getting the PTFA into the 21st Century and getting us online with many aspects of PTFA life.</p> <p>Huge thanks to Zoe S for all her support with the Second Hand Uniform and all the Treasurer’s support, Junior School Christmas cards and all her energy with organising.</p> <p>Thanks to Sophie H for her help with supporting Amanda H-M, for stepping up at the last meeting and setting up lots in the background, systems set up as well as helping with events.</p> <p>VH – Thanks for all your help with sourcing many of the raffle prizes.</p> <p>Huge thanks to all the staff who support us, who enable events, come to meetings.</p> <p>Going forward it's important to have a balance of social and fundraising events.</p>	
<p>5</p>	<p>Treasurer’s report</p> <p>See report for the Figures.</p> <p>Zoe S commented on how important Match Funding is because it brings such a boost to our annual fundraising.</p> <p>Second Hand Uniform – old uniform has all been donated to other schools/charities. With the exception of old blazers and logo’d jumpers and PE Kit. Just the Old Style PE Kit remains to be disposed of. Current Uniform is building up. Good stock of PE kit. Handful of Blazers and kilts. Waiting list for some items.</p> <p>Teatowel – billed through school but some parents had left by the time it was finalised. So minor change on the accounting figures.</p> <p>£23,242 is available to spend in 2023-2024 Academic Year.</p> <p>Thanks to Mandy H-M for her leadership – it’s been a great year.</p>	
<p>6</p>	<p>Principals Address</p> <p>A huge thanks to the current PTFA and to Sophie for stepping in at the last minute last October.</p> <p>It is lovely that the PTFA have raised so much money, but also hosting such fun social events.</p> <p>It’s great that the Sixth Form have benefited from the Pool table. The funds really are for the extras.</p> <p>Thanks to Zoe for keeping the team legal, Mandy for her leadership and Sophie for being CFO.</p> <p>The school presented the team with flowers. The team thanks the staff for lovely gifts.</p>	

7	<p>Appointment of the independent examiner for the Accounts.</p> <p>LD (Parent and Accountant) has kindly offered her services to do the accounts again.</p> <p>Proposed by Zoe Stewart</p> <p>Seconded by Amanda Hamilton Martin</p>	
8	<p>Election of committee members/trustees (Chair, Treasurer, Secretary, School Liaison Officer, Other Committee Members)</p> <p>The Chair position – Victoria Stott</p> <p>Nominated by Amanda Hamilton-Martin</p> <p>Seconded by Zoe Stewart</p> <p>The Treasurer position – Zoe Stewart</p> <p>Nominated by FI</p> <p>Seconded by LS</p> <p>The Secretary position – Dawn Parker</p> <p>Nominated by Sophie Holt</p> <p>Seconded by KM</p> <p>Schools Liaison Officer – Lindi Smit</p> <p>Nominated by VH</p> <p>Seconded by KC</p>	
9	<p>Any other business</p> <p>a. Classlist</p> <p>b. Policies</p> <p>c. Savings Account Money Transfer</p> <p>Approved to move £25,000 into the savings account.</p>	ZS
	<p>Meeting Closed at: 8.05pm</p>	