

Shirley Junior School PFTA

Registered in accordance with the Charities Act 1960 No. 1108417



Annual General Meeting - Agenda 3 October 2024

1. **Welcome:** Jen Bleeck opened the meeting and thanked all for coming

Attendees: Jo Tearle, Jen Bleeck, Rebecca Wright, Jen Pillinger, Sarah Scot, Kate Jackson, Anne Marie Clayton, Megan Cox, Kass Colley, Rachel Holloway, Lynsey Powel, Zoë Konn, Theresa Royles, Jo Munsie

Apologies for Absence: Jo James, Jen Cook, Marle Coetzee, Abigail Gallagher, Amy Mayhew

2. **Approve Minutes for 2023** - Minutes from 2023 approved, no matters arising

3. **Chair's Summary & Finance Report** - see appendix 1 and 2 for details.

4. **Senior leadership team**

Jo Tearle thanked everyone on behalf of the Senior Leadership Team (SLT) and school:

- The school is loving the new graffiti walls. It was lovely to have the artist involved and to see the excitement from the children and their input into the designs. It has made a big difference to the school environment.
- The amount raised for the school is amazing and the commitment from the team is astonishing and not taken for granted. We know the children get lots of joy from all the events put on.
- Contributions to the smart sacks and the quiet hut items are really valued.
- Not much has happened this year in the garden but it still makes a big difference and I know there are big plans coming soon.

5. **Election of the 2023/24 Committee Members/Trustees**

The following roles were voted in:

Role	Nominee	Nominated/Seconded by
Chair	Kass Colley	Jen Bleeck/Jen Pillinger
Co-Chair	None	
Treasure	Jen Pillinger	Jen Bleeck/Sarah Scott
Secretary	Zoë Konn/Sarah Scott	Lynsey Powell/Jo Munsie/Kass Colley/Rachel Holloway

Committee – Jen Bleeck, Rachel Holloway, Zoë Konn, Abigail Gallagher, Amy Mayhew, Lynsey Powell, Jen Pillinger, Kate Jackson, Anne Marie Clayton all nominated and seconded!

Signatories on bank accounts – Jen Pillinger, Jen Bleeck, need to add Kass Colley.

Thank you to everyone who has stepped forward to help continue the PTFA this last year and a massive thanks to FOSIS who were lead on all the major events. It was noted that without

a Chair/Co-chair, events would need to be run by committee, with someone stepping forward to take a lead for each event but we managed to run most of our events this last year.

Jen Pillinger confirmed she will be happy to continue for 2 more years as Treasurer however will be stepping down and therefore, we need a volunteer to start to shadow her.

6. Confirmation of other Non-Trustee Roles

Teacher Rep	
	Jo Tearle
Class Reps	
Year 3	
Lemurs	Jen Simpson, Yasmine Arafa
Chipmunks	Sarah Scott, Hilary Pearson
Dormice	Charlotte Carroll, Sally Jane Kendall
Year 4	
Parrots	Sarah Beaven, Marle Coetzee
Osprey	Jenny Vosper, Theresa Royles
Flamingos	Tabytha Greenhalgh
Year 5	
Capybara	Jen Cook, Mary Capocci
Orangutan	Leanne Vaughan
Fossas	Jo James
Year 6	
Gorillas	Laura Martin, Lucy Lacey
Lions	Charlotte Carroll, Abigail Gallagher
Pangolins	Heather Weaver, Jo Munsie
Other Positions	
Parent Forum Co-ordinator	Amy Mayhew
Gardening working party lead	Jen Bleeck
Cake sale organiser	Abigail Gallagher
Grant organiser	Vacant – looking for volunteers

7. Funding suggestions

Potential projects (suggestions from the school)

- Outdoor clock for playground - radio control
- Refurbishment of astro
- Create a climbing wall
- Solution/ideas to sort the scooter shed
- Computer suite convert into DT & art room – PTA happy to support but can project manager
- Further development of outdoor learning – big project for 2024/25 and onwards
- Smart sacks as normal

8. Diary dates for 2024/25

Autumn Term

Bags2school collection Tues 1st October
 Junior Quiz (adults) Friday 4th October
 Crazy Hair Day Friday 18th October
 Cake sale Thursday 24th October
 Firework display Friday 8th Nov

Family Christmas Disco Thursday 28th Nov
Christmas wreath making Friday 6th December
Supporting with Christmas lunch & Christmas jumper day Thursday 12th December
Elfridges Wednesday and Thursday 18th/19th December

Spring Term

Bags2school collection Friday 24th Jan
Junior Disco (kids only) Friday 31st January
Cake sale Friday 14th Feb
Non-uniform day Friday 14th Feb
World book day - book swap Friday 7th March
Games Night (families) - Friday 21st March
Easter Scarecrow Trail - from Monday 14th April - Sunday 20th April

Summer Term

Tidy Up Day 1 Friday 25th April
Colour Run Saturday 17th April
Break the Rules Day Friday 23rd May
Cake Sale Friday 23rd May
Bags2school Thursday 5th June
Tidy Up Day 2 Friday 6th June
Summer Fair Saturday 14th June
Junior silent disco (in school celebration) Thursday 17th July
?Welcome evening for new Year 3 parents

9. AOB

- Suggestion for more days for the uniform shop – shout out for more volunteers – new hours are going well
- Gardening costs going forward will take up a lot of PTFA cash reserves.
- Bags to school – we need another idea on this as the price has decreased significantly. Idea for a jumble sale with USH – idea to be explored for Jan 25.
- Summer Fair and Fireworks needs splitting as to which Treasure will do finances.
- PTFA treasure Jen Pilligner to do Fireworks. FOSIS to do Colour Run and Summer Fair
- We need a team to put up to polytunnel – 4 people 2 days – looking to buy in Autumn term – start gardening in Jan 25
- Jo Tearle suggested a fundraising idea - all children are bought in a jar jar – PTFA to provide a piece of fabric and elastic band and they take them home and fill them with something e.g lego, sweets, bath bombs and then they are raffled off in school.
- Fundraising idea for the astro - sponsor a part of it
- QR code cost not applicable on the app
- Sum up – use phone instead of sum up machine – easier, don't use custom amount as hard to reconcile
- Sum up – Jen Pilligner to make all sum ups the same across both schools

APPENDIX 1

The not chair, chair report – Jennifer Bleeck Oct 2024

- Despite embarking the year with no chair of the committee in place we have nevertheless had a very successful year, in large part due to significant support from the FOSIS for the large events, so a massive thank you to Kass Colley, Megan Cox, Lynsey Powell and the rest of the infant team for making this happen. We have pulled together a working committee for the junior events, including myself, Sarah Scott, Rebecca Wright, Rachel Holloway and Jen Pillinger. So again, a big thank you to all of you for ensuring that the PTFA still functioned and for stepping forward to help. It has been a pleasure and a joy to work with you all. On a personal note it has been a relief to be able to step back from the ultimate responsibility of organisation, whilst knowing that we have such a supportive and effective team who are able to step in and fill the gaps of what has needed. For me it has been a much more enjoyable year than I had feared, because of being able to choose more of what I can do rather than feeling I have to do everything, so thank you.
- With this support in place we were able to run our big events - Fireworks, colour run and the summer Fair.
- Fireworks ran smoothly, with our systems becoming ever more streamlined. We had great support from an army of volunteers (Mr Lomath on his favourite toilet door duty) and the fireworks were impressive as always - many thanks to Make it Magic for their ongoing support with this.
- The Colour Run benefitted from new unicorn inflatable rings to run through and we found a solution as to how to spray water on everyone efficiently - thank you Dave! The layout worked well and the new bluetooth speaker that we have invested in certainly helped to bring the party to the infant playground. Special thanks to Seyi Segun for stepping in to run the warm ups at the last minute!
- The summer fair was also one of the smoothest yet. The new system for the inflatables worked well, with more control over numbers, less overt danger and more supervision from parents. The BBQs ran well but one needs some attention to ensure we don't have the same risk of fire that we faced this year. The drip tray has now been found, so hopefully this will be averted in future. The arena was popular and we had a steady stream of well attended performances. We were particularly pleased to introduce Light Up this year who showed off the junior club's performance of Lion King as well as running some inclusive games. It was also a lovely opportunity to showcase some local dance schools achievements and I know it was enjoyed by all who took part. A particular thank you to Miranda Clark for ensuring that both school choirs were able to perform this year.
- Our smaller events also went well. Unfortunately we were unable to run an adult quiz this year due to issues with dates and availability but we are pleased it will be back tomorrow night, at a new venue as well - BYOB is back!
- The Christmas season brought with it a number of events - it's always such a busy time of year, which almost breaks us, but I feel we are getting the balance just about right.

- I was happy to take on the organisation of the wreath making night in November, after Cath Dixon stepped down from this. I now know the location of all the best trees in the surrounding area, but I will be mourning the loss of the greenery on the corner of Bellemoor and St James Road, now that that area has been cleared! This event was attended by just 17 people, but impressive wreaths were made and everyone enjoyed themselves.
- The family Christmas disco was a new event this year and seems to have gone well, with FOSIS taking on the main organisation of this - thank you.
- Elfridges was enjoyed by all, and was relatively stress free in its organisation due to a large amount of pre-buying the previous year. It is lovely to be able to offer this to all children. Thank you to all the parents who took time out of their week to help run this.
- Christmas jumper and dinner day was the usual polyester fuelled fun, thank you to all those who helped with this and endured the classic lunch of roast potatoes and burger sauce - such precious memories! A special thanks also to my daughter for the embarrassment of pushing 500 crackers in two trolleys round Asda.
- The Junior Disco was as epic as ever. Unfortunately a number of staff members had to cancel at short notice so a big thank you to Mrs Booth for stepping in to help when she was just meant to be dropping as a parent! Well done to Sarah and Rebecca particularly for taking on the sole organisation of this event.
- The world book day swap was a new event for us this year and was a massive success - despite the confusion with the infant school donations and the extra work this caused. It was lovely to have an event so well supported by school and open to all children during the school day. A big thank you to Claire Jerrim and Kassandra Colley for taking time off work to run this year.
- The scarecrow trail was also another new event and it was lovely to be able to do this in conjunction with the new USH PTFA and Friends of St James Park. There were some great efforts and some slightly alarming ones out there!
- We ran one tidy up day in the summer term and achieved a great deal given the number of families in attendance. Unfortunately numbers have been declining in recent years, so we are re-considering our approach in the upcoming year to see if we can garner more support. My personal hope is that there will also be less essential maintenance that needs to be done on these days as we now have a more effective site supervisor team in place. This should hopefully allow us to concentrate on some bigger or more defined projects rather than literally having to tidy up the grounds.
- Next on to some thank yous. The uniform shop has continued to run on Tuesdays and Fridays, providing an invaluable resource to parents. Thank you to Charlotte Webb and [Tabytha Greenhalgh](#) for running this all year, we really appreciate it.
- Facebook continues to be used for PTFA updates and parent communication, though there is some move to WhatsApp groups, these are not formalised by the PTFA as they are in FOSIS. A big thank you to Leanne Vaughan, Helen Angus, Sarah Pass and Rebecca Wright, for posting the weekly reminders on the facebook groups, which I know keep many people going!

- Lastly a big thank you to Abigail Gallagher for being cake sale co-ordinator this year and running these so efficiently. Some sales are bigger than others and we don't get as many donations as in infants, but it is still an easy, lovely event to run - it wouldn't be the PTFA without cake sales!
- In terms of spending the money, I have enjoyed making a collaboration with Joe Ross from Good Ideas Today, who came into school and presented in assembly the ideas for murals in the school. All children were then able to contribute a design (done in school) and these were incorporated into the murals on the two playground walls, which I feel really lifts the appearance of the outside space. Joe also arranged for another artist to come and paint the container, and this is a really beautiful addition also.
- I have also met a number of times with Felicity Grey from Hampshire Gardens Trust, after Jo Tearle became inspired by their work and wished to see if we could establish this at Shirley. After a number of meetings and a site visit or two we are now looking at getting this set up hopefully in the next year. The aim will be for a gardener to be employed for 4 hours a week, to do gardening with all children in years 3 and 4, in an 'edible garden' project. The PTFA will be supporting this with manpower, funding for the infrastructure required and for the employment of the gardener. If we can make this happen this will be very exciting!
- The gardening team has also continued to be active this year, though less so than previously due to extra commitments of the team. We are working to move the willow tunnel to make way for the new polytunnel and have been doing general weeding and tidying when possible. A big thanks to Michelle Alldread and Jane Montgomery for making up this team with me.
- The parent forum continued with the support of Jo Tearle and Amy Mayhew, providing a useful opportunity for parents to voice both their concerns and their support for the teaching staff and the SLT. The regular meetings supported communication and allowed parents to understand the rationale behind some of the decisions which were necessary during the school year.
- So a final big thank you to everyone who has supported the PTFA this year, I have been really grateful to have so many people step up to help take ownership of all that needs to be done. Particular thanks to Rebecca Wright and Jen Pillinger for fulfilling their roles so completely. Personally, I look forward to continuing to support the school and the new committee as it forms so that we can transition smoothly and I can do less! I hope you have all enjoyed this year as much as I have, let's do it all again next year..

Jennifer Bleeck, Committee Member 2023/24