



St. Ambrose Barlow Catholic Primary School, 841 Shirley Road, Hall Green, Birmingham, B28 9JJ

Friends of St Ambrose Barlow (FoSABS) Annual General Meeting (AGM)

1st November 2022

The meeting opened at 5:30pm

Present:

Mr Clinton

Mrs Thorne

Fr Paul

Mrs Bresnen

Mrs Pickering

Mrs Grew

Mrs Cunnane

Mrs Fitzpatrick

Mrs Ellard

Mrs Healy

Mrs Szelma

Mrs McAuley

Mrs Currington

Mrs Robinson

Ms Fitzpatrick

Miss Aston

Mrs Gillicuddy

Apologies: Mrs Stephenson

1. Opening prayer

Prayer shared by Mr Clinton

2. Discussion and adoption of the model constitution

A discussion took place about whether to remain as a loose organisation of 'Friends of...' or whether we change our name and role to either a Parent and teacher Association (PTA) or a Parent and Teacher and Friends Association (PTFA). It was agreed to become a PTA and adopt the model constitution shared by Parentkind. According to the constitution, all parents and staff are automatically members of the PTA and are open to stand for election to the committee. A vote was taken from all present and this motion was passed unanimously. A meeting is quorate if there are 50% more members than committee members present.

3. Election of committee

- Chair

Mrs Healy did not wish to stand for re-election. She was thanked for all her hard work during COVID and during the last academic year, especially with regards to the raffle, and the help she gave to planning the Summer Fete. Mrs Currington put herself forward for chair. She was seconded by Fr Paul. A vote was taken and she was elected unanimously.

- Vice-chair

Although it appears the role was never formalised, Mrs Fitzpatrick took on the role of vice-chair and worked closely with Mrs Healy. She too did not put herself forward for re-election. She was thanked for her hard work, as above with regards to the raffle and the

Summer Fete. Mrs Szelma put herself forward for vice-chair. She was seconded by Fr Paul and was elected unanimously.

- **Secretary**

A brief discussion followed about the role of secretary (i.e. to take minutes and share information). Mrs Cunnane was nominated by Fr Paul, agreed to stand, was seconded by Mrs Bresnen and was elected unanimously. It was agreed that use of the school email could be used to share the minutes from this meeting, which Mrs Corrigan would send out.

- **Treasurer**

Ms Bingham had remained in this role informally during the COVID years, although money from the Summer Fete was paid into a separate account due to issues with access to the original. Ms Bingham had previously stated she would stand down. Mrs Fitzpatrick agree to stand as treasurer, was seconded by Mrs Cunnane, and was unanimously elected. A discussion followed about setting up a new bank account. It was agreed that school would look into a new account with two signatories (the treasurer and the secretary: Mrs Cunnane and Mrs Fitzpatrick would be signatories for this year.) in order to remain totally transparent. The account will remain totally separate from school budget and school funds, and no staff will be able to sign any cheques. It is also the case that the accounts will need to be audited annually and details of income and expenditure shared at the AGM.

It was agreed that all funds from the Summer Fete and any excess funds that are in the previous account be paid to school in order to fund the new surfacing of the playground. 10% of the account will be kept by the PTA as expenses for future projects, approximately £500. The old FoSABS account will be closed down and the PTA account will be set up as a totally new and separate venture.

4. **Review of 2021-22**

- **Summer Fete**

A discussion took place about what was successful and what could be slightly changed for the coming year. It was remarked that the Summer Fete was a huge success that was planned in a very short space of time. Discussions for 2023 will start earlier but the format – bar selling alcohol, soft drinks, coffee and cakes, bouncy castle, games, stalls – will remain broadly the same. A site plan will be drawn up to allow full use of space including the use of the hall. Mrs Healy shared the total (around £5000), minus expenses, and will pass on what each stall took to help future organisers plan effectively.

- **Other expenditure (e.g. KS2 theatre trip)**

Last year, FoSAB funded snacks during the intervals of the KS2 theatre trip. However, school funded the Easter Eggs for the Easter raffle and funded the cost of small chocolate eggs for each child. It was agreed that expenditure like this, from which all children benefit, would be funded by the PTA in future.

5. Plans for 2022-23

- Summer Fete

To take place in June/July 2023. Date TBC.

- Christmas 2022

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The cash raffle will be organised for this Christmas, with tickets sold asap. Prizes likely to be £300, £200, £100 with the possibility of smaller prizes also.

- Film Club

Date agreed. £2 per child, tickets sold. Film Club to take place in hall on Tuesday 13th December and run by parent volunteers.

- Disco

Committee and other members to look at renting a venue with a bar and adequate space – possibly the Irish Centre. Date to be confirmed but likely to be around Easter.

- Sacramental preparation / Assemblies / parent meetings?

Could the committee organise parents to serve teas and coffees and cakes after First Communion and Confirmation? It was agreed that this would be possible.

See above.

- Adult socials

A discussion about race nights, wine tasting, or a quiz took place. More feedback will be sought during the informal drop in session on Friday 11th November. Mr and Mrs Stephenson have previously been involved in organising a race night.

6. AOB

The Parish Christmas fayre will take place on Saturday 17th December with the Cash Raffle drawn then.

7. Dates of next meetings

To be confirmed after informal drop-in session on Friday 11th November. Meetings could take place at school parish centre or in Robin Hood. Communication for this can come directly from the PTA email address, which Mrs Currington will set up.

The address to contact the PTA directly is SAB.PTA@outlook.com

All fundraising suggestions/ideas are welcome to be submitted to be added to the agenda.

Fr Paul shared a closing prayer and the meeting ended at 6:20pm

With **St. Ambrose Barlow** as our guide and **Jesus** at our side,
we are all **learning to live, love and work together.**