

Minutes of Annual General Meeting Monday 20 May 2019

Item	Description
1	<p>Welcome and introductions: President of the PTFA and Associate to the Principal & CEO of the Alpha Multi Academy Trust, Mrs Willa Jackson, welcomed those in attendance and introduced the Committee Members.</p>
2	<p>Apologies received from : Barry Coleman, Sonia Bartley, Jenny Sandum, Akhila Venkhitachalam, Amy Watts, Emma Appleby, Husain Parker, Karen Johnson, Helen Burton</p>
3	<p>Minutes of Annual General Meeting held on 26 March 2018 were formally agreed.</p>
4	<p>Outstanding actions from previous Annual General Meeting: Amendment to the PTFA Constitution – see later item.</p>
5	<p>Chair’s Annual Report – Mrs Agness O’Brien</p> <p>CCHSG PTFA has had a very successful year. The Committee has organised a number of very popular social events, contributing to the CCHSG community and has also raised a significant amount towards the purchase of student resources.</p> <p>New Year 7 Welcome Party - Friday 28 September 2018 The PTFA organises this annual event to welcome the new Year 7 intake with a disco, party games & refreshments. In recent years we have also invited parents to pop in for refreshments during the Welcome Party to meet with other parents from their child's year group and meet the PTFA. This has proved to be a great way to foster a more vibrant parent community.</p> <p>Second Hand Uniform Sales - Ongoing - over £5,716.30 raised since September 2016. Thanks to the support of PTFA volunteers running the sales and the generous donations from parents, this initiative has proved a huge success. We are grateful that the school has been able to provide a storage room on site for the racks of uniform. The sales not only benefit parents by reducing the cost of equipping students for school, but the profits generated go directly back into the purchase of school equipment for students.</p>

Virgin Money London Marathon - Sunday 22 April 2018

We are grateful to parent Chris Gardiner who was successful in the ballot held by CCHSG PTFA and took part in VMLM in 2018. Total raised was £1,178.25 which included £500 of Matched Funding from Mr Gardiner's employer. PTFA paid a registration fee of £396.00 to VMLM. The total raised via Justgiving was £1074.25. The PTFA has applied for a guaranteed place in the Charity Ballot for the 2020 VMLM. We will know if we are successful in the ballot by Friday 7 June 2019.

Quiz & Curry Night - Friday 16 November 2019

This sell out event was a huge success enjoyed by all attendees. We are very grateful to parent Julian Roper who acted as our Quiz Master and to all those who contributed to the excellent curries. (Raised £2,065.31).

PTFA Christmas Market - Saturday 1 December 2018

The annual event proved very popular with both the school and local community with a good attendance. Curries and cakes proved particularly popular and stall bookings were sufficient to fill the main hall. In a change to usual practice, the PTFA decided against getting a gambling licence to enable preselling of raffle tickets via the school, choosing to sell them on the day only instead. This reduced administration significantly. (Raised £2,188.94).

Colchester Half Marathon - Sunday 24 March 2019

CCHSG's Colchester Half Marathon Team: CCHSG Staff members Mrs Quinn & Ms Webb and parents Mr Natarajan Raviraj, Mrs Nirmala Raviraj & Mr Steve Hargreaves. Total direct donations including Gift Aid: £1,292.50.

Note: The above includes £320.00 raised at the Coffee Morning held by Agness O'Brien on 22 March 2019.

Engraved Paving Blocks

For the first time in the history of the school, PTFA offered the CCHSG alumni, parents and students a chance to purchase personalised paving bricks to mark the recent new build. A total of £4,792.31 was collected through purchase of single and double bricks and £1,121.11 was the net profit raised after installation costs.

Easyfundraising - Ongoing (Raised £3,706.65 since April 2016)

An ongoing fundraiser that we hope will continue to bring in supporters. This initiative will be promoted again with each new intake of students.

We thank the PTFA Committee and all the Members who have volunteered their time and expertise to support the activities of the PTFA throughout the year.

6	<p>Treasurer's Report - Anura Dharmarathna</p> <p>Balance of accounts as at last AGM held on 26 March 2018: £17,324.27</p> <p>Balance of accounts as at AGM on 20 March 2019: £16,404.39</p> <p style="text-align: center;">Fundraising by CCHSG PTFA since 26 March 2018</p> <table border="1" data-bbox="437 745 1273 1178"> <thead> <tr> <th data-bbox="437 745 1062 831">Fundraiser Description</th> <th data-bbox="1062 745 1273 831">Amount raised (£)</th> </tr> </thead> <tbody> <tr> <td data-bbox="437 831 1062 873">Easyfundraising</td> <td data-bbox="1062 831 1273 873">1092,85</td> </tr> <tr> <td data-bbox="437 873 1062 913">2nd Hand Uniform Sales</td> <td data-bbox="1062 873 1273 913">1988.02</td> </tr> <tr> <td data-bbox="437 913 1062 954">Virgin Money London Marathon</td> <td data-bbox="1062 913 1273 954">1178.25</td> </tr> <tr> <td data-bbox="437 954 1062 994">New Year 7 Welcome Party</td> <td data-bbox="1062 954 1273 994">543.34</td> </tr> <tr> <td data-bbox="437 994 1062 1034">Quiz & Curry Night</td> <td data-bbox="1062 994 1273 1034">2065.31</td> </tr> <tr> <td data-bbox="437 1034 1062 1075">Annual Christmas Market</td> <td data-bbox="1062 1034 1273 1075">2188.94</td> </tr> <tr> <td data-bbox="437 1075 1062 1115">Colchester Half Marathon</td> <td data-bbox="1062 1075 1273 1115">1292.50</td> </tr> <tr> <td data-bbox="437 1115 1062 1155">Engraved Paving Bricks</td> <td data-bbox="1062 1115 1273 1155">1121.11</td> </tr> <tr> <td data-bbox="437 1155 1062 1178" style="text-align: right;">TOTAL</td> <td data-bbox="1062 1155 1273 1178">11,470.32</td> </tr> </tbody> </table>	Fundraiser Description	Amount raised (£)	Easyfundraising	1092,85	2nd Hand Uniform Sales	1988.02	Virgin Money London Marathon	1178.25	New Year 7 Welcome Party	543.34	Quiz & Curry Night	2065.31	Annual Christmas Market	2188.94	Colchester Half Marathon	1292.50	Engraved Paving Bricks	1121.11	TOTAL	11,470.32
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7	<p>Acceptance of Annual Report & Financial Report</p> <p>- Accepted as correct by the President and Chair</p>																				
8	<p>PTFA Constitution</p> <p>The following proposed changes to the PTFA's Constitution were reviewed and agreed by those present:</p> <ul style="list-style-type: none"> • Name of the Association changed from CCHS PTA (Colchester County High School Parent Teacher Association) to CCHSG PTFA (Colchester County High School for Girls, Parent Teacher and Friends Association). • The President of the Association changed from the Headteacher of CCHSG to The Associate to the Principal and CEO of the Alpha Multi Academy Trust. • The date of the Annual General Meeting (AGM) in the Autumn Term of each academic year changed to the Summer Term. 																				

9	<p>Election of Office Bearers & Committee Members</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="3" style="background-color: #ADD8E6;">Officers and Trustees</th> </tr> <tr> <th style="width: 30%;">Title</th> <th style="width: 35%;">Previous (2018/2019)</th> <th style="width: 35%;">New (2019/2020)</th> </tr> </thead> <tbody> <tr> <td>Chair</td> <td>Mrs Agness O'Brien</td> <td>Mrs Agness O'Brien</td> </tr> <tr> <td>Vice Chair</td> <td>Mrs Ade Asemota</td> <td>Mrs Ade Asemota</td> </tr> <tr> <td>Secretary</td> <td>Mrs Carol O'Neill</td> <td>Mrs Carol O'Neill – with Mrs Kathryn Held as Assistant</td> </tr> <tr> <td>Treasurer</td> <td>Mr Anura Dharmarathna</td> <td>Mr Rouzbeh Elahi</td> </tr> <tr> <th colspan="3" style="background-color: #ADD8E6;">Committee Members</th> </tr> <tr> <th style="width: 30%;">Title</th> <th style="width: 35%;">Previous (2017/2018)</th> <th style="width: 35%;">New (2018/2019)</th> </tr> <tr> <td>Communications</td> <td colspan="2" style="background-color: #D9EAD3;">This role is currently fulfilled by Ms Kate Stubbs, who is employed as Marketing & Communications Manager at CCHSG. She is not a member of the PTFA Committee.</td> </tr> <tr> <td>Recruitment</td> <td>Mrs Mel Pearson (resigned in February 2019)</td> <td>Mr Mark Wicker</td> </tr> <tr> <td>PTFA Events (support with organising PTFA Events)</td> <td>Mr Barry Coleman</td> <td>Mrs Comfort Zedomi</td> </tr> <tr> <td>Second Hand Uniform (organisation of sales)</td> <td>Mrs Sian Webster-Hirst</td> <td>Mrs Sian Webster-Hirst</td> </tr> </tbody> </table> <p>Formal thanks were recorded to all the PTFA Committee and to the Members who have volunteered their time and expertise to support the work of the PTFA throughout the year.</p>	Officers and Trustees			Title	Previous (2018/2019)	New (2019/2020)	Chair	Mrs Agness O'Brien	Mrs Agness O'Brien	Vice Chair	Mrs Ade Asemota	Mrs Ade Asemota	Secretary	Mrs Carol O'Neill	Mrs Carol O'Neill – with Mrs Kathryn Held as Assistant	Treasurer	Mr Anura Dharmarathna	Mr Rouzbeh Elahi	Committee Members			Title	Previous (2017/2018)	New (2018/2019)	Communications	This role is currently fulfilled by Ms Kate Stubbs, who is employed as Marketing & Communications Manager at CCHSG. She is not a member of the PTFA Committee.		Recruitment	Mrs Mel Pearson (resigned in February 2019)	Mr Mark Wicker	PTFA Events (support with organising PTFA Events)	Mr Barry Coleman	Mrs Comfort Zedomi	Second Hand Uniform (organisation of sales)	Mrs Sian Webster-Hirst	Mrs Sian Webster-Hirst
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