

Minutes of the PTFA Relaunch meeting - Thursday 12th May 2022

Emergency AGM - for resignations to happen

Full AGM to take place in September

Present: Jill Wellington, Shelley Fripp, Jacqui Groves, Claire Butteriss, Angie Oswell, Vicky Cockwell and Denise Gibbons, Lee Brabrook-Cherry, Natasha Ullah and Katie Stafford
Apologies: Helen Warren

1. Opening of the meeting
2. Resignation of Jill Wellington, Shelley Fripp, Claire Butteriss and Angie Oswell
Former members of Magna Academy's PTFA were thanked for their work for the academy.
3. Appointment of a new Chair – role of the chair clarified
No special template or format for PTFA events - a new team can carve out a programme and do as many events as they would like to

Previous events have included-

Festive Friday

Summer Fair

Sports' Day

No appointment of a chair this evening

4. Appointment of Secretary
Draft minutes and write letters

Jacqui Groves
Two votes to confirm Jacqui Groves to become Secretary for Magna Academy's PTFA
5. No further appointments made during this meeting for Chair, Vice Chair or Treasurer
6. Acting Treasurer needed - however Claire Butteriss is willing to remain as Acting Treasurer as she has her name on all of the bank accounts

Moving forward

Recruitment for PTFA to take place on Transition Evening - Thursday 30th June - current PTFA members to recruit other members on this evening.

Coffee Morning to take place after transition day/evening - best days are Thursday or Friday

Raffle to take place before the end of the year - the draw to take place during the Arts Exhibition on Wednesday 20th July.

Advice from the former team moving forward for the new team

- Risk assessments needed
- The PTFA has charity status - charity number 1178899 and the name is 'Friends of Magna'
- Refreshments discussed - alcohol can be donated and given- lasts for one single event
- Gambling Licence - gained by the PTFA Charity through BCP Council - temporary event notice gained through BCP Council renewed every year

Meeting closed at 5.58pm