



PTA AGM: 30/09/2025

Time: 20:00

Location: Woodside Junior School

Attendees:

Catherine Wright, Mira Pitkin, Mr Lloyd, Susie Loughlin, Maria Atton, Shannan Murphy, Carla Cereda, Fiona Knowles, Adam Knight, Lindsay Golden, Stephanie Walsh, Sarah Higgins and Mr Appleby

Apologies:

Kate Wagstaff

Minutes from last AGM:

Meeting opened by current Chair, Catherine Wright, who confirmed there were no matters arising from last year's AGM

1. Treasurer's Report by Mira Pitkin

- Funds raised last year: £10,737 (less than previous year due to no match funding).
- 4 Interactive Whiteboards funded (costs incurred after last year's accounts closed).
- Expenses:
 - Ice Cream Van – ice cream for all children at the end of the school year
 - Yearbooks for Year 6 Leavers – costs were halved from previous year (thanks to Maria Atton)
 - Christmas Tree decoration for all children
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- Main events and income sources:
 - Christmas Fair: approx. £1,200–£1,300 raised.
 - Summer Fair: successful, with raffle prizes and donations.
 - Break the Rules / Dress to Impress: increased participation and revenue.
 - Second-hand Uniform Sales: up this year despite keeping the pricing low (£2 logo items / £1 non-logo).
 - Disco & Bingo: £1,000 raised combined — requires volunteers.
 - Grant: £250 from Amersham Town Council (towards whiteboards).
 - Asda Funding: no longer available.
 - Quiz Night: cancelled due to lack of interest
- Closing balance: approximately £11,000 (income) and £6,998 (expenses).

2. Chair's Report by Catherine Wright – [to be forwarded separately]

Summary:

- CW detailed that last year was very tough with lack of support from the school community in general.
- Need identified for a single point of contact within School to improve communication with the school (ideally someone familiar with the school diary)
- Suggestion to review meeting days — Tuesday evenings may no longer be suitable for all members.
- Appreciation expressed to all contributors and volunteers.

3. School Representative, Mr Lloyd

- A big thank you to Catherine for her 2 year tenure
- Mr Lloyd mentioned that Julie Harrison was keen to get involved and is in charge of the school calendar.

School Requirements:

- Another 4 Whiteboards
- Mini Keyboards
- New Soundboard/Speaker for School Plays

CW suggested setting up an Amazon Wishlist which OL said they would definitely look in to this

4. Election of Committee members

Chair: Catherine Wright stepping down as Chair

- Co-Chair: Stephanie Walsh is nominated by Sarah Higgins and seconded by Maria Atton
- Co -Chair: Sarah Higgins is nominated by Fiona Knowles and seconded by Mira Pitkin
- Co-Treasurer: Mira Pitkin to continue.
- Co Treasurer: Lindsay Golden is nominated by Sarah Higgins and seconded by Adam Knight.
- Co-secretary: Susie Loughlin to continue
- Co-Secretary: Shannan Murphy is nominated by Sarah Higgins and seconded by Catherine Wright
- Communications Lead: Maria Atton and Kate Wagstaff (confirmed after the meeting)

Maria Atton confirmed she would continue doing the Year 6 Leavers Books

Everyone was agreed.

5. Constitution

- Review based on Parentkind template.
- Quorum requirement: minimum 4 members to form a quorum; 3 needed to pass agreements.
- Clause on dissolution to be reviewed and confirmed.
- Treasurer to act as sole approver.
- CW to finalise and submit amended constitution to the Charity Commission

6. Other points:

SL mentioned the need to sort Classlist by moving parents to the correct year. Carla said she has done this at St Georges and so could help.

Needed for the booking of PTA led events on Classlist

7. Upcoming Events

3 Oct – Second Hand Uniform Sale

10 Oct – Wear Yellow for Mental Health

17 Oct – Break the Rules Day

4 Nov – Fireworks/Bonfire Night themed Disco

- 3:30–4:30 (Years 3 and 4)
- 4:45–5:45 (Years 5 and 6)
- Teachers required: to help dismiss children at the end of the disco (after their staff meeting).
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11 Dec – Choir – PTA to organise refreshments for this

12 Dec – Christmas Cheer 3:15 -5:15pm – Big event, requiring a separate planning meeting

14 June – Summer Fair – on a Sunday this time

8. Other Business

- Christmas gifts – Xmas tree decoration – CW to organise again this year
- Canva Account – to be shared for committee use

Next meeting: Thursday 16th October at 8pm

Location: Boot & Slipper pub, Amersham

[Post meeting – Maria Atton designed a new logo for The Woodside Association which has been included on these minutes]