

# The Burton Borough School Parent Teacher Association



Charity No. 701231

## MINUTES OF ANUAL GENERAL MEETING TUESDAY 17th September 2013 6.30PM

**PRESENT:-** Mike Bennett (Chair), Alan Bates (Vice-Chair), Carolyn Hornby (Treasurer), Melanie Kearne, Jayne Owen-Jones (Teaching Staff), Tracey Jenkins (Secretary), Karl Smith (Teaching Staff), Dave Hill (Head Teacher), Susanne Bearblock, Sarah Lincoln, Kath Oliver

**APOLOGIES:-** Tracey Clark-Hills, Tracy Waldron-Pegge

1. **MEETING OPENED - 6.30PM**

MB asked for apologies received. Noted for minutes

2. **INTRODUCTIONS**

DH introduced the new SLT Representative for the PTA Karl Hill to the meeting. MB invited everyone around the table to introduce themselves. MB also expressed thanks (to be noted on minutes) for all the hard work that Nigel Williams the outgoing SLT Representative had contributed to the PTA.

### 3. CHAIRMAN'S REPORT

MB present the following report to the meeting:-

In November we held a Christmas fare. This included:-  
The switch on of the tree of light. The PTA purchased the lights for the tree. This will now be a fund raising event each year on behalf of Attenborough House, all the money going to their house charity Cancer Research.

After Christmas, we ran the Cash for Clothes competition and the house with the most weight was awarded a trophy which they will hold for twelve months.

PTA provided refreshments at the Star Gazing Night held at school. Boy was this a cold night! We did not make a lot but we were out there spreading the word for the PTA.

July we held our biggest fund raiser of the year, our School Walk. The event usually takes place during the afternoon but due to the extremely hot weather it was decided to hold the event during the morning. This takes place around the school field. It took place in the morning as it was a very hot day. The students are encouraged to dress up in the colours of their houses and a money prize was awarded to a student from each house. As well as an extra prize to the overall winner. The amount of money received up to the present time is £2200?

PTA also provided £200 to each house, total of £800 at the end of the Summer term. This was used for board games and resources for use within each form room at CLL.

It was further noted that the PTA funded the water for the future's conference earlier in the year.

3. **CHAIRMAN'S REPORT (continued.....)**

General lengthy discussion about events held over the year and the annual events (sponsored walk). These will be discussed further at the next meeting.

TJ and others expressed concerns about the lack of money being spent and that it was important to inform parents about what is being purchased for school on a regular basis.

4. **TREASURER'S REPORT**

CH provided a breakdown of all the monies in and out over the last year in a handout. (a copy will be attached to minutes). CH stated that not all the money had been handed in for the sponsored walk. She offered to continue to collect the money and record it until the new treasurer had been appointed.

5. **NOMINATIONS AND ELECTION OF NEW COMMITTEE**

Alan Bates - Chair (nominated and seconded by MK/TA)

Melanie Kearne - Vice Chair (nominated and seconded by  
AB/JOJ)

Tracey Jenkins - Secretary (nominated and seconded by  
AB/MK)

Nobody present wished to stand for the position of Treasurer.

It was decided by all present to advertise for a volunteer for the position of Treasurer. Matter to be reviewed at next meeting.

**6. PREVIOUS MINUTES**

Minutes of the previous meeting on Wednesday 19th June 2013, were agreed by all present as a true and accurate record of the points discussed. MB signed a copy and it was entered in the file in the office. TJ signed and dated copy for Committee File.

**7. HEAD TEACHER'S REPORT**

DH thanked the outgoing Chair and Treasurer for their commitment and service to the PTA. He informed the meeting that BB had achieved fantastic results in the end of year exams. He then outlined to the meeting, in a very lengthy discussion, the plans for the new build at BB. He stated that there was a community open evening, to view the plans on 19th September from 4.30pm to 8.30pm in the Create Building at the BBS. DH further stated that the PTA would be able to greatly assist with the new building by providing various things, eg. benches to name but one thing and that the budget would not cover. He would keep the committee updated and this would be discussed at future meetings.

DH invited the PTA to send any items that needed advertising or bringing to the attention of parents, to his P.A., to be included in his monthly newsletter.

DH then asked for feedback, from those present, on the timings of the new school day. SB expressed concern over the lunch time arrangements, as she has a child in Yr 7, who was unsure about the arrangements. She felt that the new children had not been properly explained the arrangements of lunchtimes. DH noted concerns and stated that food timing's and snack time arrangements would be addressed.

## HEAD TEACHER'S REPORT (continued.....)

TJ handed to DH a promotional leaflet for the Charity Action on Hearing Loss, the new name for the RNID. The charity raises awareness and promotes hearing health, whilst also working on research into a cure for hearing loss. The face of the campaign is a pupil at BBS in Year 8, Mary Strickland, whose family had recently moved to the area and joined the school. TJ informed the meeting that she had met the family at church and they had asked if she could bring this to the attention of the school and see if any fund raising could be arranged on behalf of the RNID. DH would pass to Rob Court who discusses fund raising with the School Council.

### **7. FORTHCOMING EVENTS**

Christmas Fair date needed to be set. Lengthy discussion about dates. Review of last year's event. Meeting agreed that the date would be set for December 12th, same night as the Year 8 Parents Evening, time to be confirmed. MK to coordinate event, as she had done such a fantastic job last year. Further discussion and planning of this event would take place at the next meeting.

### **8. ANY OTHER BUSINESS**

SB and KO informed the meeting that they had undertaken fund raising events at Newport Junior School on the PTA, including Cash for Clothes and donations of old books, which were bought by companies. They stated that they would be happy to take the lead in this type of event at BBS. They would liaise with AB.

9. **DATE OF NEXT MEETING**

Tuesday 15th October 2013, 6.30pm , Conference Room at BBS.

At this point AB presented MB and CH with a gift each in appreciation of their time on the PTA.

10. **MEETING CLOSED**