



St Patrick's PFA
Summer term meeting
Wednesday 23rd June 2021, 7pm

Meeting Minutes

1. Welcome and apologies

Attendees – Fiona Chandley (Chair)

Jacque Foote (Vice-chair)

Jenny Cannell (Secretary) – attended via Teams

Helen Skellett (Treasurer)

Hayley McWhinney

Claire Breeton

Apologies – Claire Hardwidge

Martin Noone

2. Update on PFA bank account

We previously had around £10,000 – it is now at £0. The bank account has been closed as there is no money in it, 2 of the 3 signatories have left the school as well as standing down from their roles as Chair and Treasurer and it was considered it was too difficult for these signatories to keep coming into school to sign cheques etc.

Money in the bank account was spent on a £8,500 donation to school for the KS1 Trim Trail, £1,065 to contribute £5/child per class for school trips for this academic year and the remainder of the money (£79) contributed to buy soft furnishings for the newly decorated Prayer Room at school.

Fiona has uploaded all the bank account transactions, together with minutes of previous meetings, newsletters, events, etc to the school server. Minutes of previous meetings are also available on the school website under the PFA tab.

3. Update on Parentkind

Insurance is legally required to run PFA events (Public Liability Insurance) – payment of around £110 is taken in the first week of January via direct debit – the cost goes up slightly every year, in January 2021 it cost £111. Jacque has contacted Parentkind and agreed with them that the insurance be placed on hold for now with the proviso that it can be re-activated by a newly formed PFA in September 2021, should one be established, and the insurance would be valid until the

beginning of January 2022, at which time insurance to cover the following year would have to be bought.

4. Discussion around the closure of the current PFA

Fiona referred attendees to the PFA Constitution in place for ours and any newly formed PFA (PFA Constitution attached to minutes). Fiona talked attendees through the Constitution and specific requirements linked to this, for example the number of meetings required per year, number of named committee members, responsibility to audit monies etc.

Fiona has been involved with the PFA for the last 14 years, for which 6 years she was Chair. Jacquie and Helen have both been involved for the last 10 years, the last 6 years of which both also held committee roles.

The current PFA are enormously proud that over the last 6 years the PFA have raised over £30,000 (£30,349.93).

The current PFA have actively sought new members for the PFA to take over the roles of vacating committee members through PFA newsletters, attending Foundation Stage events to try and engage new parents to the school, word of mouth, as well as several mentions in school newsletters by Mrs Lane.

However, sadly no-one has been able to fully commit to any of the committee roles, Fiona therefore proposed that the current PFA should be dissolved – this was seconded by Jacquie.

Claire Breeton has spoken to parents who have expressed an interest in becoming part of a newly formed PFA. However, it is becoming clear that parents are happy to support with events but are unable to commit to a committee role, which are needed to form a PFA. Martin Noone has expressed a willingness to become treasurer and suggested an online banking account may work better, although the current PFA are unsure if this will work as you need to open a community bank account which requires 2 signatories to make any withdrawals.

5. AOB

Jenny thanked Fiona, Jacquie and Helen for all they have contributed to the PFA over the last 14 years - acknowledging that many of our children have had opportunities and experiences they may previously never have had, as a direct result of the PFAs hard work and fundraising efforts.

Jenny also thanked Fiona and Jacquie for their numerous offers of support to any new PFA which is established.