

PTA Meeting – 15th March 2024

Present:	Apologies:
Suzanne Pierce – chair Karen Stockton – treasurer Lisa Draper – school Michelle Anderton – school Claire Pemberton – parent Michelle Butler – parent Rebecca Holt – parent Michael – community	Vanessa Matthews- parent governor Jordan Bennetto – parent Allie Dando Williams – parent governor Jenna Eaten - parent

Agenda Items	Minutes	Actions
AGM	AGM notes recorded separately. Previous AGM minutes approved.	
Elections	Chair – Michelle Butler Vice Chair – Rebecca Holt Treasurer – Vanessa Matthews Secretary – Emma Wardle	
DBS	All agreed to have enhanced DBS check so they can participate in more hands- on work. Explained that DBS are needed for each role and cannot be transferred across jobs	JLA – Michelle, Rebecca, Emma, Claire
Banking	Accounts Petty Cash - £66.80 Bank - £1887.59 4 signatories currently. Online banking would mean one person responsible. It was agreed this would make this person too vulnerable. Agreed that the account will be closed once a new account has been chosen. We would need an account that had at least 2 cards – one Vanessa Matthews and Michelle Butler. HMRC Charity Commission A treasury account might be better than a charity account. Michael will feedback at the next meeting, or send his thoughts via Rebecca Payments pending Parentkind Membership end of March - £153 Membership number 10681 Wigan Council Gambling Licence. Named person JAH. Needs updating. PTA need to reapply. £40 one off fee then £20 per year.	Research bank accounts used by PTAs and come to the next meeting ready to share pros/cons Look into cashback type initiatives Andy Adams to have a look into applying for charity status. This cannot be actioned until bank chosen. School pay annual fee. School will invoice PTA. JLA apply.

<p>Resources / next steps</p>	<p>A list of resources have been provided by Suzanne to Michelle about the outdoor store</p> <p>Claire shared her work for the hunt</p> <p>Michelle has bought a Bunny Outfit!</p> <p>Huge thank you to Michael for donating 250 Easter Eggs!</p> <p>Outdoor music. Mikes.</p>	<p>Michelle and Suzanne to meet and go through store cupboard</p> <p>Michelle B and Claire come at 2:30pm to set up Egg Hunt</p>
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<p>Next Meeting – 19th April 9am</p>
<p>Current agenda items</p>