



The Barlow Parent, Adults and Staff Association

Thursday 19th September 2024, 7pm at Barlow Club

AGM - 1

Attendees:

Naomi Durham
Charlotte Dobson
Leanne Cooper
Maria Dodds
Zoe Heffernan

No one else joined despite advertising as AGM

Minutes:

ND opened the meeting and thanked those who were in attendance for their continued support.

There were no minutes from the last AGM as this is our first to be held

- Chair's Report – Appendix 1
- Treasurer's Report – Appendix 2
- Mr Rich had sent an email – Appendix 3

ND & Mr Rich had briefly discussed the option of the BPASA donating £200 per class for them to use as they wished. This will be re-discussed at the next meeting in further detail.

- Resignations – Fran had messaged to say she was stepping back from her role as treasurer but was happy to still volunteer at events as and when she could.
- Formation of new committee:

ND was happy to remain as Chair and this was unanimously agreed.

LC was happy to remain as secretary, again unanimously agreed.

Vice chair – MD was happy to stay on in this position and CD also said she would like to be considered for this role. After some discussion it was voted for MD to remain as Vice Chair and that CD would become Co –Chair. ND & CD would also take on the role of treasurer between them. Within MD role also, it was agreed she would take on obtaining and accumulating raffle prizes and ZH said she would assist her with this also. ZH also agreed to take on the role of Social Media Manager

New booklets had been drawn up and ND / CD would organise adding in slips to ask if anyone is interested in helping out at future events they can complete their details for us to get in touch via What's App 'Volunteer Group' We need to try and promote that people are welcome to help out at events be it one or more without the commitment of coming to meetings or taking on a role (unless they want to which obviously they are more than welcome to!!)

1. First action is for **MD** and **ZH** to co-ordinate prizes for Christmas raffle. As it worked well last year we would again do 3 separate raffles - Kids, Adults & Chocolate. Prices were agreed by all at £3 a strip or 4 strips for £10.
2. A.O.B
 - Parentkind membership is due for renewal on 11th October. It was unanimously agreed to renew this as it covers insurance at events as well as great resources to tap into

- Fundraising – School have asked us to give them a ‘Year’s Plan’ of event’s / fundraising. It was briefly discussed and agreed to look at the year as follows:

Oct – Halloween Disco (**CD** to produce poster for event). It had been decided via what’s app group prior to meeting that this would be held on Friday 25th Oct (6:30 – 8pm) at the club. Further discussion took place and agreed tickets for £4.50 and include goody bag and hot dog/crisps/sweets & tattoo. Max of 50 tickets to be sold and parents must supervise their children. We are unable to access the club until 6pm that night but it was agreed we could decorate the night before to help save time on the evening. **ZH** will have a potion station there and a small fee will be charged for the children that want to make these. There will also be ‘Hook a Cauldron’ & Lollipop stick game. Need to ask school if we could borrow a tuff tray from class 1 for the Hook a Cauldron game. LC had already purchased some items that can be used as prizes and also the plastic cauldrons and some Halloween wooden craft colouring

Nov – Hot Chocolate sales (**MD** is available for most if not all of these and will check with school where we can be positioned to make us accessible but children safe with hot water etc)

Dec – Christmas raffle, Nativity (BPASA to sell raffle tickets and provide refreshments) and also volunteers to go into school to do some Christmas crafts (**ND** to check with Mr Rich)

Jan – Tarot & Bone Readings along with a Cheese & Wine Night (**MD** to check with her mum regarding licence to enable us to provide alcohol)

Feb – Valentines Disco

March – Mothers & Others

April – Easter events & raffle

May – World Biscuit Day / table top sale

June – Lads & Dads

July – Colour run / festival / summer fayre

The meeting concluded and the next meeting to be held on Thursday 2nd October at Barlow Club, 7pm.