



Friends of Aberbargoed

DATE: Monday 11th November 2024

TIME: 15.30

ATTENDEES: Miss Everson, Mrs Phillips, Mrs Roach-Rooke, Miss Griffiths + see the attached attendance sheet.

APOLOGIES: 2 parents provided apologies via Class Dojo/Verbal communication and offered support for future events

APPROVAL OF MINUTES: As this was the first official meeting, due to the increase in attendees, there were no minutes to review from last meeting.

Electing the new committee: The following roles were nominated and seconded:

Chair – Emma Moses

Vice chair – Keanna Adams

Treasurer – Tamara Padfield

Vice Treasurer – Miss Jaime Griffiths

The constitution was shared in summary and a copy will be sent out to all committee members to agree. The constitution was agreed in principle by all in attendance. Chair to sign on Friday if no further queries arise from those in attendance. A copy of the constitution to be available on request by any interested parties.

Bank Account - Miss Snailham's mother who works in Barclays Bank, is in the process of helping us to set up a bank account. She will be in contact with the school on the 12th of November as the account needs to be up and running by the 30th of November. If she is unable to support, an alternative source will be accessed. Both treasurer and vice treasurer to be signatories on the account. The bank account to be separate from the school bank account.

Funding goals – Committee agreed to split fundraising between 50% long term fundraising goals with a main objective to be decided in the next meeting e.g. replacing outdoor climbing frame as a suggestion, and 50% short term goals which school could apply

Christmas Fayre - All attendees agreed to continue with the Christmas fete and agreed the following stalls: Friday 29th November.

Due to the need for a bank account to be arranged the committee agreed to back pay school/individuals for all expenditure accrued in the planning of the Christmas fete using the Asda Cashpot for school funding (spending should not exceed £400 to ensure the committee has funds available to repay). Any expenditure will only be repaid with receipt of spend provided for the treasurer.

Volunteers has decided on the following events at the fayre:

- Raffle
- Sweet stall
- Name a bear – Miss Griffiths to bring in 10ft sloth
- Santa – Mrs Rose to arrange
- Burgers/hot dogs – school staff to arrange
- Games – use games in school
- Lucky dip – non uniform day before event will ask parents to send in a prize worth up to £1 instead of money donations
- Xmas card competition – as we create Xmas cards, will adapt this idea and inform volunteers

Volunteers will have to decide on roles before fayre if expected to attend. School will set up a spreadsheet and contact parents to add their names to a stall in the school office.

Mini enterprise – Volunteers were informed, money raised will go back into school funds. The was agreed by all attendees.

Volunteers – Good communication was agreed as a priority right from the start. Everyone in the school needs to feel that the PTA belongs to them, and they belong to the Friends of Aberbargoed. Hold open meetings, send out regular updates, and make sure everyone has a chance to have a say and knows how funds are being spent. School will ask the Friends of Aberbargoed to request funding towards purchasing new sports equipment for the school etc. It will be up to the Friends of Aberbargoed as a group to ok the release the funding, or not.

AGM Meetings – There are **3 meetings minimum** a year the first being:

- 1) 11.11.24 – 3.30pm
- 2) 13.01.25 – 3.30pm – date to be confirmed

Agendas and confirmation of dates and times to be sent 21 days in advance. Meetings must be quorate for the meeting to take place. Quorate is twice the committee number - for the Friends of Aberbargoed is 8 people.

Ideas generation – All attendees discussed ideas for short term and long term fundraising ideas. Attendees agreed to plan autumn term projects then review event termly ongoing. Long term ideas include:

- Music night-adults
- Cash for clothes
- Non uniform days
- Breakfast with Santa 2025

Short term ideas:

- Christmas fete
- Christmas card competition
- Non-uniform day to gather items for lucky dip stall
- Contact businesses for raffle prizes
- Invite companies to hold a stall at the fete
- Novelties and sweet stall during Christmas parties last day of term

DATE OF NEXT MEETING: Next meeting to be held on Monday 13th January 2025 (date to be confirmed).

Diolch yn fawr to all those that attended 😊

Signed: Moses (Chairperson)

Date of confirmation of minutes: 15/11/24