



## Friends of Bennerley Fields

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Chair: **Ruth Fowler**

## Friends of Bennerley Fields AGM

18<sup>th</sup> January 2017, at 11:00am

- **Welcome**

The meeting was attended by:

- Ruth Fowler (RF)
- Barbara Joss (BJ)
- Sue Firth (SF)
- Marie Taylor (MT)
- Susan Wilkinson (SW)
- Ann Harrison (AH)

No apologies were received.

- **Activities Report**

*See attached enclosure.*

Members discussed the activities that the PTA helped run over the last academic year and the success of each event. It was **agreed** that the Summer Fair and Christmas raffle should continue to be regular events, with large and small sponsored events being held on alternate years.

Members said 'Well Done' to RF for the fundraising bid successes.

- **Accounts Report**

*See attached enclosure.*

Members discussed the Financial Report. There were no questions.

BJ stated that in the past the PTA has funded the Year11 Prom. BJ asked if the PTA could fund it again this year along with a hair and nail session to prepare for it. It will cost between £300-£500.

Members **agreed** to fund the Year11 Prom and activities.

**Action Point: MT to see if she can find a volunteer to do hair and nails for free.**

- **Appoint Independent Auditor**

RF explained that the school also has accounts that need to be independently audited. School Business's Managers(SBM) from within the Federation of Derbyshire Schools(FoDSS) audit each other's accounts and are willing to also audit the PTA account.

Members **agreed** to an SBM from FoDSS to audit the PTA Accounts.

- **Nomination and Election of Committee Members/Trustees**

There were no nominations submitted prior to the meeting.

RF and BJ explained that for a meeting to be quorate the number of members present needs to be two times the number Committee Members/Trustees in position. The minimum number of trustees allowed is two (a chair and a secretary). As we are currently a small PTA we feel it would be wise to only have two Committee Members/Trustees. Members **agreed** to this.

Treasurer – BJ volunteered to continue as treasurer.

Nominated by AH

Seconded by SF

BJ was appointed as Treasurer

Chair- MT volunteered to be Chair

Nominated by AH

Seconded by SF

MT was appointed as Chair

BJ explained that the Chair and Treasurer will also be the Trustees named on the Charity Status application form. BJ will present the completed Charity application for members to approve at the next meeting.

*AH left the meeting.*

- **Future Activities / Fundraising Events**

Members discussed various activities and what would work well for our school. SF commented that evening activities are not popular due to the distance pupils live from school. SW stated that if events could be linked with parents seeing something their children are doing (i.e. sports day/Xmas-Factor etc.) then parents will be more likely to attend and be involved.

Members would like to run an event at Easter – to include sponsored ‘Bunny Hops’; an Easter Parade; Chocolate Tombola and Cake Stall.

**Action Point: RF to speak with AH regarding organising an Easter Event within school and having a non-uniform day for chocolate tombola donations.**

This will be discussed further at the next PTA meeting.

RF stated that as the school fundraiser she has been asked to focus on the KS3/4 playground this year as they have very limited equipment. Members **agreed** that PTA funds raised this year could be used towards this and be used for match funding on grant applications.

- **AOB**

SW and MT discussed ways in which to gain more interest in the PTA from parents. It was suggested that the website needs revamping. SF stated that this is something the Senior Leadership Team(SLT) are looking into.

SW stated that the Twitter feed could be used more effectively (e.g. photo’s etc.) and that people tend to either be on Twitter or Facebook so it would be good to have both for communicating events with parents.

**Action Point: RF to report back to the SLT regarding use of Facebook for communication with parents.**

- **Time and Date of next meeting:**

The next meeting date will be on Wednesday 8<sup>th</sup> February 2017 at 11:00am.

Points to be discussed:

- Sponsored Easter Event
- Summer Fair