

Parents' Association Lady Manners School (PALMS)

Minutes of the Annual General meeting held on 11th Sept 2018

Present: Amandine Poirier (Chair) **AP**, Dulcie Jones (Treasurer) **DJ**, Ruth Whiteside **RW**, Katy Pugh (Vice-Chair) **KP**, Josephine Pickworth **JP**, **MS** Miny Schofield.

Attending: D. Goodwin

		Action
1. Welcome	AP welcomed parents and school representatives to the meeting.	
2. Minutes of the previous meeting	Minutes from the last meeting will be forwarded soon	KP
3. Financial Report	<p>DJ gave an overview of the Association's financial performance for the 2017/18 school year. DJ noted the continued reliance on the Car Boot Sales as the most significant element of fundraising. Although there is no particular problem with this it was noted that the Car Boot Sales are not without financial risk: the events are very weather dependent, there is significant financial expenditure for each event and they require volunteer helpers. This is discussed in more depth later.</p> <p>Account Balance - £11755 plus £900 in lottery account.</p> <p>Profits this year:</p> <p>£4700 from Car boot sales £3000 from £1 club (£2500 donations + £500 giftaid) £1500 from raffles £700 from lottery</p> <p>We have around £10000 - £11000 to donate this year.</p>	
4. School's Report	A list of school requests was given for donations which will be circulated to the committee to vote on.	
5. Car boot sales	<p>Car boot sales remain our highest earner, however these are manpower heavy with a large amount of organisation as well as help on the day required.</p> <p>Karen Rouse had put forward the idea that we could get school clubs to "sponsor" a car boot sale, where they provide the helpers and the cakes etc. in return for some funding to their club.</p> <p>This was considered and was a very interesting idea, which we were very grateful for but as it was discussed some pitfalls became apparent, how we would make it fair to all clubs was one, as clubs require different levels of parent engagement it was felt that perhaps this would favour sporting clubs where parents often meet at matches and therefore already know one another, also the variability of the amount raised could cause discrepancies in the amount of work necessary and the return at the end through no fault of the club itself. This problem could potentially be overcome by stating an amount that would be given to the club</p>	

	<p>prior to the car boot with any additional proceeds being retained by PALMS.</p> <p>J Snell and D Goodwin came up with an idea to see if we could ask for the help of the Duke of Edinburgh system as to achieve their bronze, silver or gold awards students must partake in a number of hours “community service”. It was discussed that working to help the PALMS could count towards their charity hours and could be beneficial to both parties. They have discussed this with James Adams, who currently runs the DofE scheme and he thought this may be useful for the new bronze students who would like to join the scheme and find a charity to help.</p> <p>It was felt this was a very kind offer and we would very much like to explore this but want to be sure we can make it useful to the students as well as PALMS.</p> <p>Ideas discussed to best utilise this offer of help were:</p> <ul style="list-style-type: none"> • DofE students could help at car boot sales • The number of hours each student does would need to be logged so this would need clarification and a system setting up • The PALMS may not have enough hours on its own but potentially with forethought we could use the hours to help with organising events or even designing and organising an event of their own • The DofE students could help with advertising and finding new £1 club members at school events as well as selling raffle tickets • The DofE students could enable the PALMS to have a presence at events not currently covered due to lack of helpers • Depending on the skills of the students this time could be used to design advertising posters of social media posts for approval by PALMS and publication • There is a possibility that we may require DBS checks and if this is the case we will investigate <p>Overall it was decided that the DofE help would be more manageable from the PALMS side and therefore we will explore this further and hope to accept DofE helpers for the 2019 Car boot sales</p> <p>DG will get back to James Adams and sort out times etc. and support</p> <p>Dates of next year’s car boot sales to be sorted out and circulated</p>	<p>DG</p> <p>JP</p>
<p>6. AOB</p>	<p>This year only 1 person signed up from the Yr 7 intake to help the PSA or join the £1 club, it was discussed that we need to find ways to engage new parents.</p>	

	<p>Following meetings to be held at 7pm instead of 7:30 DG to inform JS and JL</p> <p>Lottery winning numbers</p> <p>1st prize £71 number 7</p> <p>2nd prize £35.50 number 55</p>	
7. Next meeting	Next meeting to be held at 7pm 4 th December	
8. Close	AP thanked those present and closed the Meeting	
		Close

MINUTES SIGNED BY: **POSITION:**

DATE: