

**Westfield Primary School
PTA
Registered Charity Number 1179412**

ANNUAL GENERAL MEETING

1st April 2025

To be held at school 3.30pm

MINUTES

Ordinary Business

- 1] Apologies for absence

Apologies received and accepted from Lindsey Jones.

- 2] Minutes of the Annual General Meeting held on 4th December 2023

Minutes agreed as an accurate

- 3] Matters arising from the Minutes

Chair to send out a newsletter at the end of each term. This has not been actioned from the last meeting with only one newsletter being sent out.

- 4] Chair's / Treasurers Report for 2023/2024 and 2024/2025

Report received and approved.

- 5] Appointment of an Independent Examiner of Accounts for the year ending March 2025

Wendy Wilson appointed to complete the audit of accounts for the year ending March 2025.

- 6] Election of Officers and Trustees of the Committee

Chair	Mrs Lesley Jones
Secretary	Mrs Joanne Berry
Treasurer	Mrs Nicola Shepherd
Other Officer(s)	Mrs Lindsey Jones
Ordinary Committee members	

Special Business

- 8] Parentkind Renewal – agreed to renew membership for 2025-2026

Fundraising Dates for 2025-2026 – dates agreed for film nights, art exhibition and end of term disco's. The PTA will support the talent show and sell refreshments and raffle tickets.

PTA are to hold an art exhibition to showcase and sell pupils' artwork.

School Lottery – It was agreed to continue with the lottery. The number of tickets has fallen slightly recently. The lottery will be readvertised to all parents.

Support for whole school – teacher feedback. Mrs Davies has asked if the PTA will fund new resources for the whole school to use in the forest. This has been agreed. Lesley Jones is to check if she has any forest equipment at home.

Hoodies/Ties - It was agreed that the PTA will continue to purchase leavers hoodies and the first tie for all new pupils.

Boom Reader - Miss Pope is going to speak to staff, to confirm if they will be continuing with Boom Reader.

Miss Pope formally thanked the PTA for all their hard work.

Meeting closed at 4:43pm

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