

ANNUAL GENERAL MEETING
Charity Number: 1052993
Friday 3 March 2023
c9.00 am, Mezzanine, Claires Court Junior Boys

NOTES

1. Welcome from Phyllis Avery MBE. Phyllis explained that her 3 sons attended the school and described that the purpose of the PTA is to raise funds for pupils through social events.
2. Supported by the PTA
 - a. Junior and nursery presentation - by the pupils
 - Thanks for the Pantomime trip
 - Thanks for the ovens and outside play equipment in the nursery
 - Enjoyed involvement in the dance show
 - Looking forward to the art festival supported by the PTA
 - Looking forward to developments at Juniors
 - Thanks to Louise Notton-Brown and her Junior Committee

 - b. The Henley winning team - Tom Jost and Jack Jesseman
 - Thanks for girl's boat purchased this time last year
 - In the previous year we qualified the girls crew for the first time, this year we thought we might have a good chance of doing well
 - Jack described how the Girl's crew developed over time to be able to win at Henley
 - This has led to great successes for the girls involved with 2 gaining scholarships to top USA universities

 - c. Taking the world forward fellowship - Reni Sawyerr and Ciara Dardis
 - We applied for the programme in Y12
 - The programme inspires young people to be change-makers
 - We each completed individual projects supported by incredible mentors in USA
 - One of our projects looked at ways to improve access to education
 - Another looked at supporting justice by challenging mandatory minimum sentences
 - Very helpful for both interviews and personal statements.

 - d. SAQ training and rugby success - Simon Carter
 - This year we won the regionals in Rugby
 - Simon Carter demonstrated the GPS trackers used on Rugby players illustrating the information that can be obtained to provide players and coaches with information on their performance in games
 - Recent changes to the gym were shown illustrating the range of equipment and increased space available
 - Footage from Cameras used at games was illustrated. The Camera follows the ball and can provide highlight reels for players
 - All this equipment has helped with marginal gains over the season. Margins at key games can be very tight (e.g. the regional final)

3. Apologies for absence
 - Trevor Sharkey was unavailable

4. Minutes of the last AGM meeting for approval from 8 March 2022
 - Felipe Foy proposal, Seconded by Tina Webster

5. Chairman's report - Review from March 2022 to February 2023
 - 'The Claires Court PTA is a charity - and it is the responsibility of the Trustees to steward the charity and its finances - so let me first of all introduce my fellow Trustees:-
 - Trevor Sharkey, Sheila Hooker, Felipe Foy, Tina Webster, Mark Mercer - who is Secretary to the PTA, and Simon Ball - a former pupil of the School, who has taken over as Treasurer.
 - The Trustees have met formally on three occasions since last year's AGM, and the Main Board has met on four occasions - roughly once a term - since last year's AGM, and it is attended by the Chair of the PTA Committees for the Junior School (Boys and Girls and Nursery), the Senior School (Boys and Girls), and the Sixth Form, together with their respective Heads, the Principals, and the Trustees. We start at 8.30 am and aim to be finished before 10.00 o'clock.
 - The Main Board deals with the financial and constitutional affairs and legal requirements of the PTA, and it is a forum for wide-ranging discussion.
 - We review all requests for expenditure in excess of £1,000 from the various committees and the working groups that support the Boat Club, the Sailing Club, and the Tours Clubs, to agree whether the item should be supported by the PTA - and if so, how much - or funded by the School. You will see from the accounts (item No. 6) that in May last year we contributed £5,000 for family educational support for the benefit of the pupils from Ukraine.
 - We discuss and agree the format of planned major events, such as the Summer Ball and Family Fireworks, covering who will be responsible for what, and we also review what has gone well and what needs to be improved for next time. A great deal of work goes into the organization of these events, and I would particularly like to thank Felipe, Tina, Anna Taylor-West, and Louise Notton-Brown for their continuing enthusiasm and commitment.
 - We seem to have spent considerable time this last year discussing Banks and Banking, and the best way of handling cash pre and post events. We now have online banking, and have purchased eight card machines in the PTA's name for use at the various events, and we have trialled the use of an online eCommerce website. I would like to thank Simon Ball, our Treasurer, who was appointed last year, for his patience and perseverance during what must have been a frustrating period.
 - I would also like to thank Mark Mercer for his sterling work as Secretary of the PTA.
 - It has been another busy year - thank you all for your support.'

6. Looking forward (PTA and **Alumni events**):

Saturday 6 May	Boat Club Dinner
Saturday 10 June	The Big Top Ball at Junior Boys
Saturday 24 June	Summer Fete at Junior Boys
Tuesday 4 July	Art Festival at Norden Farm
Wednesday 5 July	Art Festival at Norden Farm
Friday 7 July	Staff v Alumni Cricket at Junior Boys
TBC	Senior Football Dinner
Saturday 14 October	Family Fireworks Party at Junior Boys

Felipe Foy walked through the events from last year and introduced the Ball

- We had amazing support at the fireworks event
- New card machines make a big difference
- Rowers use the fireworks as a great fundraising event
- 350 at the Diamond Jubilee Ball
- It takes 4 days to get it up and running and of course, there were a few challenges on the night
- Thanks to cleaners for all their help early in the morning the following day
- We plan a year in advance for the ball
- This year is called the 'Big Top Ball'

7. Treasurer's report

Year ending 31 August 2022

- Revenue £136k (Diamond Ball £44k, Fireworks £20k Summer Fete £7k, Ukraine Fund £30k, PTA Subs £13k, Uniform Sales £8k)
- Expenditure £100k
- Surplus £36k

- Overall Surplus Carried Forward is £109,713 with Bursary Fund of an additional £27,693

- Major Expenditure (excl Event expenditure)
 - New Boat for Boat Club - £14k
 - Rifles - £7k
 - Ukraine Fund - £7k
 - Picnic Benches for Jnr and 6th Form £7.5k
 - Awards and Prizes - £9k
 - Other – Junior & Nursery Pantomime, Leavers Gifts, Year 11 Prom, Learn for Leaders

- Three successful major events Diamond Ball, Summer Fete and Fireworks generating over £30k of profit
- Fundraising events also held for Boat Club and Tours

- Bank – Moved into the modern world and now have online banking
- Card Machines – Purchased 8 x Sum-up card machines in PTA name for the various events and sales
- Successfully Trialled online eCommerce website for Boat Club Xmas Tree sale

Current Year Ending 31 August 2023

- Fireworks Event was a success, generating £8k of profit
- Ukraine Fund – Commitment £16k TA support
- Purchase of New Quad rowing boat for boys £39k with partial funding from sale of older boat for £18k
- Purchase of Gym Equipment for Senior Boys site

- Current Surplus has reduced to £80,346 with major summer events to come

8. Confirmation of President and Trustees

- President (Phyllis Avery MBE) and Trustees (Sheilla Hooker, Tina Webster, Felipe Foy, Anna Taylor-West, Mark Mercer, Simon Ball) - Trevor Sharkey was absent

9. Confirmation of Treasurer and Secretary

- Secretary (Mark Mercer) and Treasurer (Simon Ball)

10. Election of Committee Chairs and Vice-Chairs:

- a. Senior School - Chair (Anna Taylor-West) and Vice Chairs (Tina Webster and Felipe Foy)
- b. Junior School - Chair (Louise Notton-Brown) and Vice Chair (Jennifer Macleod)

11. Updates from The Principals

James Wilding:

- 15 Ukrainian students at Claires Court School
- Some students are now doing GCSE
- It was a brave decision as some have real PTSD
- Kateryna Ballynets joined us as a Teaching Assistant to support Ukrainian students
- Jo Freeman is supporting as a TA in Junior Boys
- We of course do not know when this project will end
- Theresa May is making enquiries for next year on our behalf
- Some scholarship money has been very kindly donated to the PTA
- Thank you for your support with Junior Developments

Hugh Wilding:

- Transformation at Senior Boys with the new Jubilee Wing
- Looking ahead we want to replace music classrooms and create food tech facilities at Senior Boys with the support of RBWM
- There is a new pastoral and medical room on the College site
- All Senior Girls' toilets are being refurbished
- We have replaced the playground at Junior Boys and improved the cleaning and catering facilities
- £900,000 of expenditure to improve facilities
- Ongoing refurbishments will continue

12. AOB

- Ticket reservations for the Ball are now open
- The Big Top Ball is on the 10th June 2023
- James Wilding stated a big thank you to the teacher PTA reps and thanks also to Heads Steve Richards, Leanne Kirby and Gary Hope

Attachments available at the meeting:

- Minutes of AGM meeting 8 March 2022
- Accounts for Year ending 31 August 2022
- Accounts for the Year 1 September 2022 to date
- Treasurer's report