



Newburgh Primary School PTA

Registered Charity No. 1144280

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Website: www.newburghpta.co.uk



C/o Newburgh Primary School, Kipling Avenue, Warwick, CV34 6LD

PTA Meeting at 6.30pm on Thursday 15 September 2016 in the staffroom.

Apologies should be sent to a committee member to be recorded with The Secretary. Please notify the Chair (in advance of the meeting) if you have any items under AOB. Minutes and other information can be found on our site on www.newburghpta.co.uk

Agenda

1. Welcome (and introduction if applicable) and list members present
2. Apologies
3. Approval of minutes of the last meeting
4. **AGM: Treasurer's Report/Financial Statements from 2015/2016 Academic year**
5. **AGM: Election of positions for Chair, Vice Chair, Treasurer and Secretary.** (Paper nominations cannot be accepted AFTER this section begins. Verbal nominations can be accepted for any position where no paper nomination has been submitted)

Note: the second half of the meeting will be led by the newly elected/re-elected committee members. Should there be a change in any position, the following items may be subject to change.

6. Request for funds from school / ideas & suggestions for how to spend funds.
 - 6.1: Outdoor staging/seating
7. Future events
 - 7.1: Cake sale/2nd hand uniform sale
 - 7.2: Proposed dates for key events and PTA meetings
 - 7.3: Christmas Cards
 - 7.4: Tea Towels
 - 7.5: Filming Xmas productions/singing
 - 7.6: PTA support for Reception Tea Party (Wednesday 12 October)
 - 7.7: Ideas for other events
 - 7.8: Help for book fair Mon 3 Oct – Fri 7 Oct 8.30-9.00 & 3.00-3.45 (2 people per session)
8. Invite for new parents to next meeting
9. Publicising the PTA

- 10.** Website
- 11.** 100 Club draw for August & September
- 12.** Any other business
- 13.** Next meeting date