

# PTA AGM Minutes

**Date:** 14 May 2026

**Time:** 16:40

## Attendance

P. Scarlett, G. Wood, J. Manners, H. Loydall, M. Clemons, L. Rouledge, F. Hunter,  
L. Brown, J. Goodyer, R. Vella, S. Burbury,  
V. Matts, K. Steventon, A. Edgington, S. Harris

Attendance via Teams:

S. Hazelgrove, S. Padmore

## 1. Welcome and Introduction

Current Chair, Sam Hazelgrove, opened the meeting and welcomed everyone in attendance. She explained that the PTA had been busy fundraising for the school library project over the past year. Sam also announced that she would be stepping down from her role as Chair. She expressed her thanks to:

- Janelle Manners, current Secretary
- Sally Padmore, current Treasurer
- All school staff for their continued support and hard work

## 2. Treasurer's Report

Current Treasurer, Sally Padmore, presented the financial update.

Key points included:

- The PTA is currently in the financial year ending March 2027.
- The PTA has successfully obtained charity status.
- Sally is responsible for reporting back to the Charity Commission and ensuring the governance of the PTA, following the Parentkind consortium guidance.
- The PTA has now registered for Gift Aid, enabling claims on eligible sponsorship donations.
- The main fundraising project this year has been the school library.
- The PTA remains in a strong financial position, although future fundraising will be important to replenish funds.
- Enrichment funding has been allocated for each class.

Michelle Clemons, head teacher, thanked the PTA for their support and explained that the enrichment funding makes a real difference to the children at the school.

## 3. Committee Positions

Sam Hazelgrove explained that anyone interested in committee positions was required to complete and return nomination forms by Friday 8 May 2026.

The following nominations were received:

- **Chair:** Mr Paul Scarlett
- **Secretary:** Mrs Janelle Manners
- **Treasurer:** Mrs Sally Padmore

As only one nomination was received for each role, no vote was required and all nominees were appointed unopposed.

## **4. Close of Meeting**

The meeting was closed following thanks to all attendees for their continued support of the PTA.