

## Minutes of the PA EGM Meeting 11 June 2024

### **Present**

Jean Pine (JP), Katie Stitson (KS), Lucy Alderton (LA), Katie Travis (KT), Kanchan Bhan (KB), Kate Rhodes (KR), Andy Dawson (AD), Beth Street (BS)

### **Apologies**

Samm Thompson (ST)

### **Review of the PA constitution**

JP read through the updated constitution. Following this several comments were made:

KR highlighted a number of typos which were picked up and amended by JP.

KB asked if the overall objective of the PA could be amended to make reference the fact that the PA and its executive committee should always be held accountable and always look to be acting in the best interests of the school across all areas and departments. They should also do all they can to make people aware of our meetings and make every effort to ensure that people attend. **Action – JP to update and amend.**

KS asked if SHU needed to be mentioned in the constitution or if its operation and procedures should be added as an appendix? **Action – JP to check and report back.**

KS also asked if Friends of Clock House (FOCH) also needed to be added as an appendix or if they classified as a subcommittee. **Action – JP to check and report back.**

KB asked for clarification on finance signatories. It was agreed that spend must always be authorised by an executive committee member, but that expenses could be incurred by non – exec members e.g. The wreath making event was organized by BS and she would need reimbursing for items purchased.

KS asked about ongoing PA commitments that are always funded e.g., Year 7 transport for their residential, Year 6 and Year 11 hoodies, Speech day book tokens. It was agreed that these should be itemized and listed as an appendix in the constitution. **Action JP to write up and include in updated constitution.**

## Spring Fair

Final figures for the Spring Fair and Secondhand Uniform sales to be confirmed. Everyone felt it was a great success – the indoor format was very successful and there were a lot of parent volunteers across all year groups. Lots of the attendees were new parents of children joining in year 7 which was also very encouraging.

It was noted that there was not as much staff support this year which was a shame.

**Action – JP to feed this back to Dr Hinchliffe and the SLT in the hope that this can be rectified for next year.**

KS mentioned that Easter is very late in April in 2025 which may make finding a date for the Price Hall challenging given the starts of GCSEs and A Levels. **Action – JP and LA to look at the calendar and discuss dates and find out Price Hall availability.**

## Bids

**Price Hall projector and screen** - KS mentioned that Dr Hinchliffe and Mr. Boardman had still not come back with a full proposal for a new projector and screen for The Price Hall. **Action – JP to chase Mr. Boardman to see if this is still required.**

**Young Carers bid** – It was agreed that the PA would continue to fund this programme on an ongoing basis and add it to the list of ringfenced projects that are always funded by the PA. **Action KS to email Miss Seager to confirm the funding and to find out who will be taking over the project following Miss Seager's departure. KS to also confirm that the project would be funded so long as the costs remain below £3k.**

**Spring Fair 2025** – 2025 sees Bradford as the UK city of culture. JP suggested that for the spring fair we run a photo competition and get children to take pictures of famous landmarks in and around the Bradford district. It was discussed that if we asked the photography club to run the competition under the guidance of Mr. Skelton, then the take up and participation might be higher. The PA would then fund the prizes. **Action – JP to contact Mr. Skelton to discuss.**

**Sports barn branding and trophy cabinets** – LA mentioned that she'd been approached by Jack Moran about the possibility of helping to fund more branding similar to that in the new gym to put in the sports barn and sports hall entrance, as well as some cabinets to display trophies won by other sports such as hockey and tennis. The committee asked for a more developed proposal with regards to this idea to understand costs and exactly what was required. **Action LA to follow up with Jack Moran.**

Generally, the committee still felt that the number of bids coming through from school was very low, despite having circulated the bid process via staff meetings and the SLT. It was discussed that perhaps the PA should actually go to school and ask what projects were available which might need our funding, in order to be more proactive. **Action LA to email Homera to discuss potential projects and how to award the money to school.**

**Year 7 new starters day** – This is due to take place on the 1<sup>st</sup> July. JP to give a presentation where she will focus on all of the things the PA do, the events that take place and most importantly the September beetle drive! There will also be a second-hand uniform sale that day which ST is organizing.

**2024/25 Secondhand Uniform sales** – The summer sale is set for the 3<sup>rd</sup> August.  
**Action ST and JP to set dates for the next academic year uniform sales.**

**Year 7 and Clock House Beetle Drive** – JP mentioned this, and everyone thought it was an excellent idea. Agreed we would look to hold it at the end of September in the dining hall. **Action JP to see what dates are available and book the dining hall.**

**2024 AGM** – **Action KS and JP to set a date and communicate to school and the committee and book a room.**

**2024/25 PA committee meeting dates** – **Action KS and JP to set the dates and communicate to the school and committee.**

**2024/25 Coffee mornings and other PA events.** – **Action JP to raise this as point 1 on the next meeting agenda as we did not have enough time in this meeting to fully discuss next year's programme of events.**