

Minutes for the Friends of Westhaven PTA Annual General Meeting

July 9th 2025 online at 18:00.

Apologies: Nikki Holt, Gemma Malt, Lucy Shuter, Sharon Merreywether, John Bevan, Laura Curtis and Vicki Wadman.

In attendance: Helen Rostron, Jamie Peacock, Sue Houghton, Robert Cooper, Geoff Givry, Dave Rostron and Peter Houghton. A quorum: was established.

Approval of previous minutes: Approved by SH and seconded by JP.

Matters arising: Steer group community Award: £250 towards PE/ Sensory resources. JP confirmed the award to Mr M. HR has not had a funding request to date. HR to chase Mr M and confirm with JB/ SM and LS that the award has been gifted and the process of thanks and purchase.

Chairs report:

I am delighted to reflect on our successful year as a PTA. Firstly, we may be small in number but we are mighty in commitment and creativity to ensure the success of events. To showcase this we have provided two fayres, a Halloween & Valentines disco and hosted an Easter and summer fayre raffle and auction. Secondly, I am also proud to share that these events are not only important in terms of fund raising but they bring the community together to enable connection, fun and enjoyment for students, staff, carers and parents.

We had the wonderful news that WSM Conservative Club voted Westhaven School as their charity of the year! Members of their committee joined us at the Christmas end of term school assembly to present a £1000 towards the Christmas fayre total and were warmly welcomed into our school community. I am extremely grateful to the conservative club and look forward to seeing what their fantastic events raise for our school.

Our PTA members are always looking for opportunities to promote Westhaven and I am delighted to share that the Steer Community Fund awarded Westhaven school with £250 towards PE and sensory items following one member's husband seeking this opportunity through their work place. Thank you indeed.

Going forwards we would like to continue to increase membership of the committee so that there is wider representation across the school. We are taking opportunities to promote the PTA at the new parent and carer event next week and end of year assembly involving a slide show of photos and showcasing feedback of items and trips the PTA have funded. The PTA website has been updated and we will be

adding photos throughout the year to encourage people to see what we get up to and hopefully will want to come and join in. Going forwards it would be a great opportunity to use class dojo more often to share up and coming events but also outline what the PTA funds are spent on for shared awareness. Promoting the PTA is where we could do with more committee members who might be able to help with this and keep growing the team.

I would like to thank all the members of the current committee and everyone else who has given time to make this year's events a success. I wanted to give an extra special thanks to all the volunteers who made our summer fayre a record fund raising event despite the weather!

Treasure report

April 2024 £9166.47

March 2025 £10324.39

Current Balance £8786.45

Outstanding payments:

- DofE Kilve - £1320
- K Plume - 57.24
- N Doran - £302

Monies in £6794.88

Monies out £5282.76

Items bought for Westhaven School:

- Tonie and dolls
- Create a Space Centre
- Magnetic Storage Pockets
- Storage for Classrooms
- Recordable Button
- Canvas Play Teepee
- Sensory Toys
- Parents' Christmas Social at Kidsville
- Tops for the Choir
- Dividers
- Storage Shed
- Sumup Machine
- Tricycles

- DofE Kilve Trip
- Anatomically Correct Dols
- Gazebos
- Trampoline
- Play Water Trough
- Maths Resources

Money Raised

- Weston Carnival - £46.76
- Halloween Disco - £125.55
- Easter raffle - £319.00
- Asda Cashpot - £356.55
- Christmas Fayre - £1224.82
- Conservative Club Donation £1000.00
- Summer Fayre - £2149

Adoption of accounts: JB to complete and send to the charity commission.

Committee Elections

Treasurer: John Bevan proposed by SH and seconded by JP

Chair: Helen Rostron proposed by JP and seconded by SH

Vice Chair: Lucy Shuter proposed by RC and seconded by SH

Secretary: PENDING

Sharon Merreywether gave notice to step down from the secretary position. I want to thank Sharon on behalf of the entire PTA for her contribution in supporting events for our school community. Sharon has been central to this team being instrumental in commencing our legendary Easter and Summer fayre Raffles and auctions! The committee appreciates Sharon's willingness to assist with the transition to a new secretary. You will be missed.

Any other business:

School website: PTA section has been updated

New parents event 16th July: HR and SH to support the PTA stand. JP to arrange a laptop to showcase the PTA presentation. LS created a PTA sign up sheet.

Final assembly 18th July: JP to adapt the PTA showcase presentation to enable photos to be shown of what the PTA has supported over the year.

Staff Funding requests: Agreed no formal protocol was required or specific time of year to apply. To continue as doing with staff requesting via the PTA email with an

outline of the request and costs for the PTA to review. Chair to give final agreement and passed to treasure to support the ordering process. JP to provide a reminder to staff of the process.

Kane Bawden: Additional PTA resources found in metal shed. SH and HR to review and liaise with Kane.

Jayne Parker: Request for PTA freezer to be removed from life skills room as taking over this space for next year. JP to liaise with Jayne directly to support a workable solution.

Christmas Fayre date: Zoe Payne suggested 5th Dec. Agreed.

PTA shed organisation: HR and SH to review when next on site.

WSM conservative club (Westhaven Charity of the Year): HR liaising with SM re: current fund raised amount. Suggestion to invite a representative of the team to the Christmas end of term assembly to give the money raised and celebrate as a community. Photo opportunity with large cheque - HR to liaise with the secretary.

Meeting closed at: 18:50