

**Minutes of Limavady Grammar School Parents' Association AGM Held on Tuesday 17th October 2023 at 6pm in G1 Limavady Grammar School**

In attendance: Chris O'Donnell, Cathy Harkin, Alice Conn, Christine Campbell, Diane Nicholas, Karen Campbell

Apologies: Kirsty Connolly, Claire Quinn, Liz Villa, Sharon Pinkerton

Cathy welcomed everyone to the meeting.

	<b>Item</b>	<b>Action</b>
1.	The last meeting was held on 12 <sup>th</sup> September 2023 and minutes circulated for review by all PA members.	Minutes noted
2.	<p><b><u>AGM - Chairperson's Report</u></b></p> <p>The meeting moved on to the Annual General Meeting.</p> <p>Prior to the meeting Alice had stepped down as treasurer.</p> <p>Cathy gave the Chairperson's Report for 2022/23.</p> <p>We have had a very successful year in terms of fundraising - being able to provide the school with £6,000 to buy library computers as well as smaller donations for prize day, the library and board games.</p> <p>In terms of 2022/23, fundraising events included:</p> <ul style="list-style-type: none"> <li>- Quiz night in September</li> <li>- A Y8 social in October</li> <li>- A disco and raffle in November</li> <li>- A tuck shop for the school show in December</li> <li>- Served teas at Open Night in January</li> <li>- Held a spring draw in May</li> <li>- Tuck shop at sports day in June</li> </ul>	<p>Cathy expressed her thanks to Alice for her commitment to the role of Treasurer and her time spent on committee over the last number of years.</p> <p>Alice confirmed that she would continue to participate as a committee member going forward.</p> <p>Cathy thanked Kirsty and Chris for the significant support they provided to the PA throughout the year.</p> <p>Cathy thanked all committee members for their hard work and dedication throughout the previous year.</p> <p>Chris noted that the school is extremely appreciative for the Parents Association's contribution to school life.</p> <p>Cathy welcomed new parents – Diane Nicholas, Patrice Cooley and Nichola McLaughlin - who joined the committee in the past year.</p>

3.	<p><b>AGM – Treasurer’s Report</b> Alice presented the Treasurer’s Report</p> <p><b>Income &amp; Expenditure – Y/E 30<sup>th</sup> June 2023</b></p> <table border="1" data-bbox="370 359 894 1291"> <tr> <td><b>OPENING BALANCE</b></td> <td><b>£2,743.81</b></td> </tr> <tr> <td><b>INCOME:</b></td> <td></td> </tr> <tr> <td>Quiz &amp; Social Tuck Shop</td> <td>£826.18</td> </tr> <tr> <td>Social Tickets</td> <td>£200.00</td> </tr> <tr> <td>School Show, Disco &amp; Raffle</td> <td>£2,888.40</td> </tr> <tr> <td>Business A/C for Computers</td> <td>£2,010.00</td> </tr> <tr> <td>Spring Draw</td> <td>£1,550.00</td> </tr> <tr> <td>Spring Draw</td> <td>£282.00</td> </tr> <tr> <td>Sports Day Tuck Shop</td> <td>£320.00</td> </tr> <tr> <td>School Donation</td> <td>£1,400.00</td> </tr> <tr> <td>Bank Interest</td> <td>£2.17</td> </tr> <tr> <td></td> <td></td> </tr> <tr> <td><b>EXPENSES:</b></td> <td></td> </tr> <tr> <td>PA System for Sports Day</td> <td>£198.99</td> </tr> <tr> <td>PTA Membership Fees</td> <td>£128.00</td> </tr> <tr> <td>Ice Cream Sports Day</td> <td>£299.52</td> </tr> <tr> <td>Prizes for Prize Day</td> <td>£200.00</td> </tr> <tr> <td>Year 8 Social Setup</td> <td>£331.74</td> </tr> <tr> <td>Year 8 Social Setup</td> <td>£31.98</td> </tr> <tr> <td>Currys Freezer 9cq</td> <td>£139.00</td> </tr> <tr> <td>Computers for Library</td> <td>£6,000.00</td> </tr> <tr> <td>Bank Fees</td> <td>£45.48</td> </tr> <tr> <td></td> <td></td> </tr> <tr> <td><b>CLOSING BALANCE</b></td> <td><b>£4,847.85</b></td> </tr> </table> <p>The accounts have now been prepared and will be passed on to Mr Sam Kelly, school Governor, who has kindly verified them for free for the PA for a number of years. Once the accounts have been signed off the forms will then need to be filed with the Charity Commission.</p>	<b>OPENING BALANCE</b>	<b>£2,743.81</b>	<b>INCOME:</b>		Quiz & Social Tuck Shop	£826.18	Social Tickets	£200.00	School Show, Disco & Raffle	£2,888.40	Business A/C for Computers	£2,010.00	Spring Draw	£1,550.00	Spring Draw	£282.00	Sports Day Tuck Shop	£320.00	School Donation	£1,400.00	Bank Interest	£2.17			<b>EXPENSES:</b>		PA System for Sports Day	£198.99	PTA Membership Fees	£128.00	Ice Cream Sports Day	£299.52	Prizes for Prize Day	£200.00	Year 8 Social Setup	£331.74	Year 8 Social Setup	£31.98	Currys Freezer 9cq	£139.00	Computers for Library	£6,000.00	Bank Fees	£45.48			<b>CLOSING BALANCE</b>	<b>£4,847.85</b>	Thank-you card to be prepared for the accountant.
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4.	<p><b>Elections</b> to Posts of Chair, Treasurer and Secretary for the incoming year:</p> <p><b>Chair</b> – Karen nominated <b>Cathy Harkin</b> to continue in the role of Chair. Alice seconded. Cathy was voted in unanimously.</p> <p><b>Treasurer</b> – Cathy nominated <b>Christine Campbell</b> to take up the position of Treasurer.</p>																																																	

	<p>Karen seconded. Christine was voted in unanimously.</p> <p><b>Secretary</b> – Cathy nominated <b>Karen Campbell</b> to continue in the role of Secretary. Alice seconded. Karen was voted in unanimously.</p>	
5.	<p><b>School Funding Requests</b></p> <p><b>Student Rewards Prizes:</b> £1,500 An increase from last year's prize fund to include a contribution to encourage good attendance. The school will match the PA contribution.</p> <p><b>Maths dept:</b> £695 To cover mymaths license subscription. Every student in the school will have access to this.</p> <p><b>Library:</b> £400 (approx.) To be used for purchase of games &amp; books.</p> <p><b>Music Dept:</b> £1,000 Contribution to school play costs</p> <p><b>Food &amp; Nutrition Dept:</b> £180 (approx.) Purchase of Microwave and tablecloths</p> <p>All requests for funding were approved.</p> <p>Chris noted that in the medium term the school has applied to get funding for a Wellbeing project. If successful, this would provide significant support to post 16 students – including a wellbeing support staff member. Additional funding from the PA may be requested to help with setting up a well being hub/space for this project.</p>	Cheques to be issued to the relevant depts.

**Date of Next Meeting: TBC**