



GREAT SAMPFORD PRIMARY SCHOOL PARENT TEACHER ASSOCIATION

REGISTERED CHARTITY NO 1165342

ANNUAL GENERAL MEETING 13 OCTOBER 2025

MINUTES

Attendance

Amy Reis (AR), Sue Morley (SM), Kelly Clayden (KC), Lois Donaldson (LD), Rob Green (RG), Charlotte Rodia (CR), Chantelle Dix (CD), Sarah Jones (SJ), Sarah Sutton (SS)

Apologies

Lara Scott-Norris (LSN)

1. Welcome and apologies for absence

No new members. LD welcomed attending PTA members.

2. Approval of minutes of the Annual General Meeting held on 14th October 2024

Minutes of the previous AGM were recorded from the meeting last year and are with Amy Reis

3. Matters arising from the minutes

None

4. Co-Chair's Report 2024/2025

Lois Donaldson (LD) presented the annual Chair's report for 2024/2025. The Committee noted the report. Reported attached to minutes and circulated to the PTA members. A copy is with Amy Reis.

5. Treasurer's Report for the year ending 31 August 2025

Sue Morley (SM) presented the Treasurer's Report for the year ending 1st September 2024 – 31st August 2025.

The Committee noted the report.

6. Appointment of an Independent Examiner of Accounts for the year ending 31 August 2025

It was agreed we do not need to appoint an independent examiner of our accounts due to our annual income being under £50,000.

7. Election of Officers and Trustees of the Committee.

Kelly Clayden stood down as a Co-Chair

Laura Swatton-Saych stood down as an Ordinary Committee Member.

Lois Donaldson was appointed Chair of the Committee, proposed by Sarah Sutton and seconded by Kelly Claydon

Sue Morley was appointed as Treasurer of the Committee, proposed by Sarah Sutton and seconded by Lois Donaldson

Sarah Sutton was appointed Secretary of the Committee, proposed by Kelly Clayden and seconded by Lois Donaldson

Kelly Clayden was appointed as an Ordinary Committee Member, proposed by Sarah Sutton and seconded by Lois Donaldson

Rob Green was appointed as an Ordinary Committee Member, proposed by Sarah Sutton and seconded by Lois Donaldson

Amy Reis was appointed as an Ordinary Committee Member, proposed by Sarah Sutton and seconded by Lois Donaldson

Charlotte Rodia was appointed as an Ordinary Committee Member, proposed by Lois Donaldson and seconded by Kelly Clayden

Chantelle Dix was appointed as an Ordinary Committee Member, proposed by Lois Donaldson and seconded by Kelly Clayden

Sarah Jones was appointed as an Ordinary Committee Member, proposed by Lois Donaldson and seconded by Kelly Clayden

Pippa Green was appointed as an Ordinary Committee Member, proposed by Lois Donaldson and seconded by Sarah Sutton

Lara Scott-Norris was appointed as an Ordinary Committee Member, proposed by Lois Donaldson and seconded by Sarah Sutton

8. Incoming Committee 2025-2026 – Chairperson’s Comments:

Lois thanked the previous committee for all their hard work over the past year and thanked them for their commitment to this year

9. Miss Reis’s comments

1. Thank you to all the members and support over the year
2. Funding wall, an online platform has been set up for the school and I will share this with the PTA
3. I have applied for lots of grants, some using the PTA charity number when needed
4. With the increase in transport costs and lack of parents contributing to trips we have had to fund these through the school budget. There was then a discussion about parents helping with transport and I spoke to these parents after the meeting.
5. The playtime resources and games have been amazing and seeing the children play together has been lovely.
6. We are back in Tesco with the blue token votes again
7. I spoke about the Boot Fair idea and how this would be a good community event for the school
8. We are looking ahead to the 150th anniversary of the school and this will be a big event for the school
9. Advertising the school and getting pupil numbers up is the main priority of mine at the moment. I will design some more posters and send these out to be placed over the local area (and beyond)

10. Other Business

None

Date of next meeting: TBC