

**MARLBOROUGH SCIENCE ACADEMY PTA EGM (Extraordinary General Meeting)**  
**Minutes from 4<sup>th</sup> December 2018**

**Present:** Jane Sullivan, Richard Atterton, Doug Eve, Natalie Johnson, Angela Cronin, Salpi Gulbekian, Mandi Tagg, Michael Cleaton, Emily Cleaton, Rachel Newland, Jackie Metcalfe, Josie Marsh, Ngawla Besama, Rebecca Pooley, Terri Clarke, Jacqui Sheppard, Angela Moffat, Nathalie Jaeger, Alex Peachman

**Apologies received:** Rachel Taplin

### **1. Welcome & Apologies**

As no current Chair Jane Sullivan and Richard Atterton started the meeting.

### **2. Introductions**

Introductions from all attendees. Great to see lots of new faces at the EGM (Extraordinary General Meeting), please continue to attend future meetings and contribute to the PTA. This meeting was called as we did not have the 10 attendees at the previous AGM meeting, required to perform the voting in of new positions.

### **3. Election of new PTA Committee positions**

Moved onto the discussions on voting new members, Chair, Vice Chair, Treasurer and Secretary. Discussed how the positions have now become available giving some background information for the new PTA attendees.

We received interest in the position of Chair from Natalie Johnson and Angela Cronin to perform the role of Chair as a shared working between them. This was formally nominated by Jane Sullivan and seconded by Richard Atterton. Majority vote of Yes by attendees.

Bex Pooley volunteered to cover the position of Vice Chair, Angela Moffat formally nominated Bex Pooley and seconded by Richard Atterton.

We discussed the role of Treasurer – new attendee to the PTA Michael Cleaton showed interest in this position. Michael is also part of the MFest committee and works for accountants KPMG. Formally proposed by Richard Atterton and seconded by Jane Sullivan.

Angela Moffat happy to continue as Secretary, proposed by Jane Sullivan and seconded by Rachel Newland.

### **4. MFest Update**

The MFestival committee is another group of parents/carers who focus on planning the MFestival event, headed up by Richard Sullivan. They meet frequently, and the next MFest meeting is on 22<sup>nd</sup> Jan 2019, all welcome to attend if they would like to become involved in the planning for this event.

## **5. Request for funding update**

We discussed the funding request of £4,748 for sofas, tables and chairs for the café area of the new sixth form block. The PTA group voted on this and the majority agreed to this funding.

We discussed this at our previous meeting on 14<sup>th</sup> Nov but we wanted make further enquiries to establish if the Caterers Edwards & Blake had agreed to buy these items.

It was also noted that Edwards and Blake (current caterers) funded the new kitchen equipment for the block.

The new 6<sup>th</sup> Form block is now officially open and all students and staff are very pleased with it. The PTA will have their next meeting in the new block.

We also discussed the funding request from the Site team to buy new tables and chairs for Pascal Hall for the students to use and provide dining tables and chairs for the lunchtime breaks. The picture was shown to all attendees. The request is to provide fold up type 'Picnic' style benches that can be easily set up as they are on wheels and easily folded for quick and easy storage. The cost for 6 benches is £4,050. This was agreed by majority vote.

## **6. School Christmas Toy Tombola**

This event happens every year on the last day before the Christmas break, soft toys are donated into school, the students buy tickets for the Toy Tombola, generating funds for the PTA. The students thoroughly enjoy this event during the run up to Christmas. The tables are set up in the gym and soft toys are labelled with Raffle tickets.

We have a large number of soft toys in the PTA lock up, Josie Marsh agreed to collect these and wash if required.

Rachel Newland, Jackie Metcalfe and Alex Peachman agreed to label soft toys ready for Raffle.

Rachel Newland proposed a new labelling idea, which will help to organise the labelling of toys ready for the Raffle.

Natalie Johnson to send requests on social media for soft toys to be donated.

Richard Atterton to ask for help from 6<sup>th</sup> Form students and teaching staff to run this stall for students on 20<sup>th</sup> Dec.

## **7. AOB**

2<sup>nd</sup> Hand Uniform Sale

The next uniform sale is planned for 12<sup>th</sup> Jan 2019, Salpi, Bex and Natalie to organise.

**Date of next PTA meeting is 16<sup>th</sup> Jan 2019 – in new 6<sup>th</sup> Form Block**