



## AGM & MEETING MINUTES

<b>Date and Time</b>	Thursday 24 <sup>th</sup> April 2025
<b>Place</b>	Beaminster School, 6 <sup>th</sup> Form study room
<b>Present</b>	Sam Gunning (SG) – Treasurer Naomi Tapper (NT) – Chairperson Georgie Easton (GE) – Secretary Lindsay Noble (LN) Miranda Huxter (MH) David Withers (DW)
<b>Apologies</b>	Elys Burgess (EB), Sarah and David Barnard (SB) & (DB),
<b>Distribution</b>	To all above + ALL PARENTS/CARERS/STAFF Nicola Chalkley (NC) – Office Manager and PA to the Headteacher Keith Hales (KH) – Headteacher David Withers (DW) – Deputy Headteacher Richard Barnes (RB)–Deputy Headteacher Kellie Poole (KP)–Finance & Business Manager

## AGM

AGENDA ITEM	DISCUSSION	ACTION
<b>1.Senior Management update</b>	David Withers confirmed that after his retirement at the end of this academic year, Head teacher Keith Hales, will take his place attending BSPTA meetings in a senior management capacity. With other school staff invited to attend.	-
<b>2. Treasurer's update</b>	Since the last AGM we have raised funds at 2x Christmas events, 2 x school plays, a summer concert and a spring concert. The profit from these events is approx. £3600.	-
<b>3. Appointment of positions</b>	Appointments were nominated, seconded and agreed as the following: Chair person – Naomi Tapper Treasurer – Sam Gunning Secretary - Georgie Easton  Chrissy Baldwin has officially stepped down as a committee member.	-

## MEETING

AGENDA ITEM	DISCUSSION	ACTION
<b>1.Senior Management update</b>	No update	-
<b>2.Chairperson's update</b>	NT raised the importance of encouraging more parents to join the committee to ensure its continued success in future years.	-

<b>3. Treasurer's update</b>	<p>All commitments have now been settled with the school. In the past year we have paid for:</p> <p>£300.00 - School Council  £265.00 - New books for Yr 7  £190.00 – School Council achievement shields</p>	-
<b>5.Funding requests</b>	<p>Mrs Edwards has requested £1350 for new keyboards and headphones for the music suite to allow the whole class to practice and play together. It was agreed the BSPTA would happily fund this.</p> <p>DW suggested funding some drapes for the music stands used at school concerts incorporating the school crest. It was agreed that this would be a good use of funds. David to source possible ideas for this and propose a figure for the BSPTA to fund.</p> <p>It was discussed whether the PTA could support the Year 11 prom as a farewell to the students. It was agreed that we would pay for one photo per student from the photographer as a keepsake and memory from the event.</p> <p>An annual donation to the school council of £300.00 was agreed.</p> <p>An annual donation for year 7 books was agreed at approx. £275.00</p>	<p><b>SG</b> to make payment</p> <p><b>DW</b> to source &amp; propose cost</p> <p><b>DW</b> to propose cost</p> <p><b>SG</b> to make payments</p>
<b>6. Next fundraising events</b>	Summer concert Thursday 10 <sup>th</sup> July – volunteers to be confirmed via WhatsApp group.	-
<b>7. Promotion of BSPTA</b>	<p>It was suggested that we have some stickers printed for purchases stating 'Donated by BSPTA' with our logo to promote the work that we do for the school. Georgie to obtain a quote from Foote Prints in Bridport for 1000 small stickers.</p> <p>All committee members to be made admins of the BSPTA Facebook page to share responsibility of advertising events and promoting achievements.</p> <p>BSPTA newsletter to be compiled and shared with parents.</p> <p>BSPTA information leaflets to be designed, printed and distributed to new parents at the year 6 induction evening on Wednesday 10<sup>th</sup> July. As well as Easy Fundraising information. Volunteers to be confirmed via WhatsApp group.</p>	<p><b>GE</b> to propose cost</p> <p><b>SG</b> to share admins <b>ALL</b> to update</p> <p><b>NT</b> to share</p> <p><b>NT</b> to share <b>GE</b> to arrange printing</p>
<b>10.Any other business</b>	<p>Christmas fundraising events to be discussed at next meeting. To include:</p> <p>Stalls for Christmas Light switch on &amp; Santa's grotto  Bottle tombola  Big Christmas Draw</p>	-
<b>11.Date of next meeting</b>	Thursday 25 <sup>th</sup> September 6pm in 6 <sup>th</sup> Form study room.	ALL
	Meeting ended at 7:00pm	