



PTFA AGM Minutes

DATE/TIME	5pm, 20 th June 2024
MEMBERS PRESENT	M Akhras H Osman H Barak T Gulzar R Hashim A Wangui S Acleoye S Parmar T Adam M Hashim I Abdulla S Iftikhar
OTHERS IN ATTENDANCE	TCOLC staff <ul style="list-style-type: none">▪ Harriet Hudley-Lees▪ Ken Vernon▪ Shaun Whiting▪ Kim Garcha WEA <ul style="list-style-type: none">▪ D Walsh▪ N Hathiari
ACTIONS FROM PREVIOUS MEETING	Not applicable

	AGENDA ITEM	ACTION	PERSON RESPONSIBLE	DEADLINE
1	Welcome	HVH welcomed all present to our first AGM.		
2	Election of Officers and Trustees of the Committee: Chair Treasurer Secretary	Chair: Harriet Hurdley-Les Treasurer: Shaun Whiting Secretary: Kim Garcha All agree to election of committee members for year 2024-5		

AGENDA ITEM		ACTION	PERSON RESPONSIBLE	DEADLINE
3	Adoption of the constitution	<p>Constitution was adopted and signatures were witnessed. The constitution now needs to be scanned in and sent to the charity commission.</p> <p>Bank account now can be opened.</p> <p>Communicate to all parents/staff about creation of the group and volunteer/donation requests.</p> <p>Further Aims</p> <ul style="list-style-type: none"> ▪ Raise money to fund students' 'wants' ▪ Parents want to be aware of school issues – this includes latest policies changes ▪ Parents want meetings to be very informal ▪ Aim to target more parents to attend 	<p>HVH</p> <p>SDW</p> <p>HVH</p>	<p>21/6</p> <p>July</p> <p>21/6</p>
4	Adoption of the association name	All agree with name – Friends of TCOLC		
5	Support in the community: the WEA	<ul style="list-style-type: none"> ▪ WEA to support the community with teaching courses onsite during holidays. ▪ Make parents aware of the opportunities especially evening classes – and threshold income ▪ WEA are currently working with Crown Hills – see what ideas they have. ▪ WEA and PTFA to work together. The community need to be aware who the WEA are ▪ Send information out to parents maybe via Microsoft forms ▪ Classes like financial literacy / first aid /digital technology would be beneficial. 	HVH	Sept
6	Fund raising ideas, including upcoming opportunities	<ul style="list-style-type: none"> ▪ Movie nights ▪ Non- school uniform day but 50% of the money can go towards the college charity ▪ Bake sale ▪ Quiz nights ▪ Book sales ▪ Summer fetes/ with stalls ▪ Open cinema ▪ Food festival – see below ▪ Football annual tournaments 		

AGENDA ITEM		ACTION	PERSON RESPONSIBLE	DEADLINE
		<ul style="list-style-type: none"> ▪ Community days Grants to be requested by SW: <ul style="list-style-type: none"> ▪ Coop community project ▪ Tesco project – ask Jodi ▪ Greggs project ▪ Samworth Brothers 	SW	Ongoing
7	Grant allocation ideas	<ul style="list-style-type: none"> ▪ Breakfast Club ▪ Science Garden ▪ Prayer facilities 		
8	Other business	<p>Malabar food festival 06/07/24 Harriet to send out information to staff and parents for volunteers to support on the day</p> <p>Ideas for the PTFA stall</p> <ul style="list-style-type: none"> ▪ Games – sweets in a jar ▪ Raffles ▪ Jumble sale – ask for donations <p>Summer Funday 20/07/24</p>	HVH	25/6
9	Focus and date for next meeting	<p>26/09/24</p> <p>Fund raising</p>		