

HEY WITH ZION PRIMARY SCHOOL PARENT TEACHER FRIENDS ASSOCIATION MINUTES
ANNUAL GENERAL MEETING AGENDA
30th September 2025
3:40PM HELD AT HEY WITH ZION PRIMARY SCHOOL

ORDINARY BUSINESS

1. Apologies Received
2. Minutes of the last AGM
3. Matters arising from minutes
4. Annual Report (Chair & Treasurer) – See appendix 1
5. Voting for positions
6. Annual Calendar for 2025/26 (Confirmed Events)
7. Other events
8. Any other business -

Next PTFA meeting

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ANNUAL GENERAL MEETING
30th September 2025
3:40PM HELD AT HEY WITH ZION PRIMARY SCHOOL

Present at the meeting were:

R Wilde
E Mitchell
S Machin
J Holt
K Longley
B Peel

ORDINARY BUSINESS

9. Apologies Received – J Leach and S Patterson
10. Minutes of the last AGM – Reviewed and agreed
11. Matters arising from minutes
 - Bank charges were initially paused due to charity status however, starting in November charges will now occur even for those with this status – explore CAFF if not stay happy to stay with Lloyds
12. Annual Report (Chair & Treasurer) – See appendix 1
13. Voting for positions
 - Chair – Rebecca Wilde – 100% agreement
 - Secretary – Emma Mitchell - 100% agreement
 - Treasurer (co opted position) - Rebecca Wilde and Emma Mitchell – 100% agreement
14. Annual Calendar for 2025/26 (Confirmed)
 - Haryana Grande Event – Saturday 6th December 2025
 - Colour Run – Friday 5th June 2026 – explored dates after school although not possible with dates given by Pop Up Circus
 - Zactiv – Thursday 18th June 2026 - non uniform day in advance
 - Pop Up Circus – Saturday 11th July 2026

All ticketed events available on the website from now until end of sale dates closer to each event
15. Other events
 - October Half Term – 2025 challenge
 - Festive event – Festive Movie - last week of term (dates TBC but EYFS in school time and KS 1 & 2 after school on different days if needed
 - Feb – Friendship Disco - date TBC
 - April – Dare to be different Day - date TBC
 - Adhoc Sales – Donuts/Brownies or Ice Lollies
 - July (Last week in school) - Ice Cream - agreement
16. Any other business - none to report

Next PTFA meeting – January 2026 – exact time to be confirmed
Time meeting closed – 16:30

APPENDIX 1 - ANNUAL REPORT (combined Chair and Treasurer report)

HEY WITH ZION PTFA - ANNUAL REPORT 2024/25

Trustees/members

- Rebecca Wilde – Chair & Co Treasurer
- Emma Mitchell – Secretary & Co Treasurer
- All those associated with Hey with Zion Primary – Automatic Members

Governing Document

- Parent kind Constitution
- Charity commission

How is the charity constituted

- Association Model

Trustee selection method

- Appointed at annual general meeting by attending member in line with constitution

Additional governance issues

- Potential conflict of interest due to chair being a parent governor for the school

Objects of association

- Raise addition funds outside the normal school funding and budget in order to enhance the learning and experience of all the children of Hey with Zion

Summary of main activities

- Regular fundraising and social events for the whole school community
- Raffles
- Fairs
- Sponsored activities
- Discos
- Refreshments/after school tuck shops

Achievement and performance

- Scarecrow Trail - £188
 - Autumn Disco - £465
 - Totally Taylor - £863
 - Asda Cash Pot - £315.08
 - Festive Dare to be Different Day - £436.80
 - Wear What You Love - £285
 - Tesco Grant - £500
 - World Art Day Exhibition - £611.28
 - Colour Run - £2046.23
 - Ice Lolly Sales - £384
 - Sports Day Refreshments - £75
 - Summer Fete - £1000.08
- =£ 7171.49

Outgoing requests

- Transport / Trip Subsidise - £3000
 - Sensory Room Furnishing - £704.08
 - EYFS Dressing Up Shed - £369
 - Interactive Whiteboard Steps - £819
- =£4892.08

Other outgoings

- Parentkind Insurance - £172
 - Hariana Grande Deposit - £50
 - Zactiv Deposit – £119
 - Circus Deposit - £250
- =£591

Rebecca Wilde
R.Wilde
Chair
30th September 2025