

**HODGSON ACADEMY PTFA**

Dear Member,

Our next meeting will be held on 16<sup>th</sup> January 2019 at 6.00pm

Apologies to the office on 882815 or 891415.

Yours sincerely

A. Ainsworth

Secretary

**AGENDA**

- 1) Apologies for absence
- 2) Minutes of the last meeting
- 3) Matters Arising
- 4) Correspondence
- 5) Treasurers Report
- 6) Uniform Shop Report
- 7) Future Events
- 8) AOB
- 9) Date and Time of Next Meeting

## HODGSON ACADEMY PTFA MEETING 26<sup>th</sup> September 2018

### Attendees

Karen Brown, Julie Maudsley, Gill Hibble, Joanne Page, Angela Houghton, Tony Ainsworth

M. Pickles                      Hodgson Academy

S. Hetherington                Hodgson Academy

### 1) Apologies for absence

Mel Monk

### 2) Minutes of the last meeting

Approved

Proposed: Karen

Seconded: Julie

### 3) Matters arising

Following Tracy's resignation from the Uniform Shop in August, Martin introduced Angela Houghton as the successful applicant for the position. Martin confirmed the Shop opening hours will remain with the existing pattern of Saturday mornings and Wednesday evenings.

### 4) Correspondence

There was no correspondence to report

### 5) Treasurers Report

The Treasurers report was not available

## 6) Uniform Shop Report

Angela has now taken up the position in the Shop and a number of issues were discussed----

### Supplier Payments

The closure of some bank accounts and opening of new accounts may have resulted in some issues with supplier payments. Martin advised that these issues need to be better understood, and for security purposes any supplier payments process would need to involve more than one person.

### 'Badged items'

Martin advised the meeting that the Government may legislate at some point in the future about badged items as this can limit Parents choice of suppliers. Martin confirmed that most academies in the Blackpool area do have full Uniform, and cited the example of the new Armfield Academy which had engaged in a lengthy Parent consultation process.

### Oversize/Undersize items

Angela pointed out the Shop is holding a number of oversize/undersize items of Uniform; some of these items appear to be a number of years old and may have been ordered at some point to attract supplier discounts.

After a short discussion, and in view of the forthcoming annual stock-take in October, it was felt that these older un-sold items should be 'written-off'; it was recognised that the value of these items will need to be logged for accountancy purposes.

### 'On-line' ordering

This facility is not available in the Shop at the moment, but could be a possible development for the future. Martin reminded the meeting of the need to keep in mind the purpose of the Shop (of benefit to the Parents and the Academy) when considering changes and future developments

### Volunteering Calendar

This facility would allow volunteers to book a particular slot for themselves by self-populating an electronic calendar. Martin agreed in principle to this proposal and to pursue how this could be set up practicably.

## 7) Future Events

Uniform Shop Coffee Morning

Date set as Saturday 10<sup>th</sup> November. All PTFA and Parents welcome, Martin agreed to advertise with Parents.

## 8) Date and Time of Next Meeting

Wednesday 16<sup>th</sup> January 2019 at 6.00pm