

LE ROCQUIER SCHOOL PTA

Thirty-First Annual General Meeting of the PTA to take place in the Library at Le Rocquier School on Monday 20 October 2025 at 7.30pm

AGENDA

1. Apologies for absence.
2. To confirm the Minutes of the Annual General Meeting held on 19 November 2024 (*attached*).
3. Matters arising from the Minutes.
4. To receive the report of the Chairperson for the year 2024/2025 (*attached*).
5. To receive the report of the Secretary for the year 2024/2025 (*report to follow*).
6. To receive the report of the Acting Treasurer for the year 2023/2024 (copy of Accounts to follow).
7. To elect the Chairperson and Officers for the year 2025/2026 -
 - (a) Chairperson
 - (b) Vice-Chairperson
 - (c) Secretary
 - (d) Treasurer.
8. To elect up to 11 members of the Committee for the year 2025/2026.
9. Appointment of Auditor.
10. Any other business.

Contact details:

Name _____
Address _____

Telephone/Mobile _____
email address _____

Please sign here:..... Date:.....

[Please return this slip to the Le Rocquier School Office for the attention of the PTA so that we can contact you. These details will be used only for communication with the PTA and NOT shared with any 3rd party.]

Le Rocquier School PTA
30th Annual General Meeting held on 19 November 2024

MINUTES

Present.

Peter Monamy, Chairperson
Stewart Elston, Vice-Chairperson
Committee Members – Kelly Wilson

1. Apologies for absence.

Committee Members – Lisa Howkins (Secretary), Jennifer Richardson (Treasurer), Gemma Ibberson and Denis Dames.
Non-Committee Member -Mr. A. Adkin, Headteacher

2. Minutes of the Annual General Meeting (AGM) held on 23 November 2023.

The Minutes of the 2023 AGM, having been proposed by Kelly and seconded by the Vice-Chairperson. were agreed unanimously by a show of hands as a correct record, and so were signed by the Chairperson.

3. Matters arising from the Minutes.

There were no matters arising from the Minutes of the previous AGM.

4. Chairperson's Report for 2023/2024.

The Chairperson's report for the year 2023/2024 was presented by Peter. The Chairperson, having thanked the outgoing Committee for its support over the preceding year, also thanked in particular the outgoing Secretary, Lisa Howkins, for her service on the PTA Committee over a number of years; as well as reiterating his thanks to Jennifer Richardson who, having retired as Treasurer in 2022, had nevertheless agreed to stay on in an Acting capacity until a replacement Treasurer could be found. Although not mentioned in the written report, Peter referred to the PTA 'Shining Star' trophy – for the student who had been the most supportive of PTA activities – which in 2023/2024 had been awarded to Ben Philips. The acceptance of the Chairperson's report was proposed by Stewart and seconded by Kelly.

5. The Secretary's Report for 2023/2024.

In the absence of the outgoing Secretary and on her behalf, the Chairperson outlined her outline of the Committee's activities during the year and thanked all those who had helped the PTA in its fund-raising endeavours. Acceptance of the oral report was proposed by Kelly and seconded by Stewart.

6. Acting Treasurer's Report for 2023/2024 (copy of accounts attached).

The audited accounts prepared by the Acting Treasurer were presented, showing a year-end balance of £15,114.28. The acceptance of the accounts was proposed by Peter and seconded by Kelly. It was noted that Mr. Richard Lang, Accountant had audited the accounts through the good offices of the Acting Treasurer.

7. Election of Chairperson and Officers for 2024/2025.

Stewart formally thanked Peter for all of his dedication and contributions to the PTA over the previous year and the jovial manner in which he continued to fulfil the role. He suggested that it was Peter's longevity and level-headedness which ensured that the PTA continued to deliver excellent fund-raising activities and that the Le Rocquier School PTA bank account continued to be maintained with a healthy balance.

The election of officers was as follows.

(a) Chairperson: Stewart took the Chair at this point. **Peter Monamy** was re-elected - proposed by Stewart and seconded by Kelly and unanimously agreed

(b) Vice-Chairperson: Peter retook the chair. Having thanked **Stewart Elston** for his support and encouragement, and especially his efforts on the Committee's behalf in relation to the monthly car boot sales and the organisation of the PTA Race Nights, proposed his re-election. This was seconded by Kelly and agreed unanimously.

(c) Secretary/Treasurer: **Karen Spry** and **Hannah Walker** both accepted the nomination for the position of Secretary/Treasurer on the basis that they would undertake the role jointly. The Chairperson, having welcomed them and thanked them for agreeing to stand for election, accordingly proposed their appointment, which was seconded by Stewart and accepted unanimously.

(d) Treasurer [*see (c) above*].

8. Election of up to 11 members of the Committee for 2024/2025.

The Meeting considered the re-election of the following Committee Members: **Gemma Ibberson** and **Denise Dames**. There being no other nominations, the Vice-Chairperson proposed their re-election, which was seconded by the Chairperson and accepted unanimously. Although it was recognised that the Committee would, once again, be well below its authorised establishment, it was noted that additional members could be co-opted at any point during the year. *[It was noted that the PTA year coincided with the academic year, September to August].*

9. Appointment of Auditor.

The Meeting, recognising that the Acting Treasurer had invited Mr. Richard Lang to act as Honorary Auditor of the 2023/2024 accounts, expressed its thanks to Mr. Lang and agreed to appoint him as Auditor for the current year, subject to his agreement which it was hoped would be confirmed in due course.

10. Any other business.

None.

The meeting closed at 20:15.

LE ROCQUIER SCHOOL PTA

Chairperson's Report 2024/2025

The PTA Committee organised a number of events during the year, from the **Race Night** held on 08 November 2024, **Christmas Bingo** held on 06 December 2024, the **Easter Bingo** held on 28 March 2025 and the monthly **Car Boot Sales** in September 2024 and from April to August 2025.

In addition, PTA members also had a presence at a number of events organised by the School, including the July **'Year 6 Settling-in'** evening for parents/guardians of students starting at Le Rocquier School in September 2025 – at which the Uniform 'Shop' was open for business and which proved very popular. The Uniform 'Shop' was also open on a number of **Car Boot Sales** throughout the year, whenever possible, subject to the availability of volunteers.

Le Rocquier School PTA **Car Boot Sales** have become a well-established community event, supported by many who come from all parts of the island to take part. What better way to dispose of all those items long-stored in garage, shed and/or loft than by bringing them to our (mainly) first-Saturday-of-the-month Car Boot sales: you never know, you might have for sale exactly those items which someone else would be pleased to own. The site opens at 7am for stallholders wishing to set-up, and then operates from 8.30am to 1pm – pitches are charged at £10. Keep a look out for the roadside banner; adverts in the Jersey Evening Post; on Facebook and elsewhere for notices of each event.

As well as thanking parents and friends for supporting the School, a big "thank you" from me also goes to our diminished number of Committee members for their efforts on behalf of the PTA. Unfortunately, the number of members on the PTA Committee has remained low this year and we have had to rely on the generosity of former members to carry out the essential functions of Treasurer and Secretary. We urgently need to fill these roles and ask that anyone who is willing to give up a handful of evenings a year to meet with the Committee and process our income and expenditure over the year, to contact the PTA, either through the email address [pta@lrs.sch.je] or via Facebook [facebook.com/LeRocquier]. I also extend the Committee's gratitude to Vice-Chairperson Stewart Elston, without whose help and assistance our Car Boot Sales and Race Nights would just not happen!

The work of the PTA is all to the benefit of the students and the School and, although it could not be done without the PTA Committee, it also requires support from YOU, the parents and friends of Le Rocquier School. There is much parents/guardians/carers of Le Rocquier School students can do to support the School and the PTA. For example, in addition to work on the Committee and/or attending events, your PTA also has a **Share Account with the C.I. Co-Operative Society (No. 313660)**, and by using this number when shopping – even if only occasionally – this will be of benefit. Additionally, you can donate items of out-grown uniform to the 'Uniform Shop'; or please send in to School prizes for use in our raffles throughout the year. Please would anyone able to offer even a little support, contact us as above.

**** By way of promotion for forthcoming events in the new School Year 2025/2026 – which will see the 50th anniversary of the opening of the original school building - we look forward to seeing many of you at both our popular 'Race Night' on 14 November at the Ambassadeur Hotel and 'Christmas Bingo' to be held at School on Friday 28 November 2025. ****

Thank you for your continued support of the School and the PTA. Please contact us through the School website (www.lerocquier.com) or email us at pta@lrs.sch.je. We look forward to seeing you at future events.

Peter Monamy
September 2025