

Burrough Green CofE Primary Academy

Bradley Road
Burrough Green
Nr Newmarket
CB8 9NH



Date:
13/11/2025



Time:
20:00 - 21:50



Location:
Burrough Green Reading Room



Registered Charity Number:
1108386

PTA AGM



Attendees:

Total attendees: 12

Julie Bird, Eschtike, Lisa Rothwell, Katherine Summers, Georgina Shephard (Parent Governor), Jo Harrison (teacher representative), Samantha Plumb (Treasurer), Sarah Hosegood (Secretary), Nigel Salmons, Karin Rusk, Jessica White, and Hannah Wilson (Chair)

Presented By Samantha Plumb

Welcome & Opening Remarks

- Welcome to all attendees
- Apologies: Beth Higginbotham unable to attend
- Brief introduction of the Burrough Green CofE Primary Academy PTA committee members and what the committee does

Chair and Fincial Report

Chairmans Report (See attached)

- Shares thanks to the PTA and school community for ongoing support and enthusiasm.
- Brief overview of this years fundraising
- Special thanks to Sam Plumb and Georgie Shephard for their support during Hannahs time as chair

Financial Report (See attached)

- Trip contributions
- Class Budget - £250 per class/per term an annual total of £2,250
- PA system - £329
- School Promotional Video - £933
- Reprographics - £1000 per annum
- Burrough Green CofE Primary Academy MPLC Licence - £89
- PTA Insurance - £162

Fundraising Overview (See Financial Report attached)

- The fete was a great success (even on the hottest day of the year!) Raising £1900. Raising £400 more than the previous year!
- Minibus - We have been very fortunate to receive £2000 from the Elizabeth March Foundation and a further £3000 from Ace Stud/Yulong Investments.
- General fundrasining events went well and were well attended. However the support for the PTA Bingo night was significantly less than previous years
- Easy Fundraising must be encouraged as such an easy way to generate money for the school without adding extra expense for parents

Appointment of Independent Examiner of Accounts (For the y/e. 31st August 2025)

- Marilyn Field will be auditing the accounts.
- Thank you to Marilyn.

Committee Allections

Chair

- Hannah Wilson stepped down as chair after 2 years of doing a fantastic job leading the PTA. Many thanks to Hannah for her tireless commitment and enthusiasm.
- Nigel Salmons voted in as chair. Nominated by Samantha Plumb, seconded by Jo Harrison

Vice Chair

- Katherine Summers and Julie Bird voted in as Co Vice Chair. Nominated by Eschtike Schulenburg, seconded by Nigel Salmons

Treasurer

- Samantha Plumb stepped down after many years as treasurer. Thank you to Sam for her tireless enthusiasm and countless hours that she has dedicated to the PTA.
- Jessica White voted in as Treasurer. Nominated by Samantha Plumb, seconded by Sarah Hosegood

Secretary

- Sarah Hosegood to remain as Secretary. Nominated by Katherine Summers, seconded by Eschtike

Special Business:- Class Reps

Reception - Nigel Salmons

Yr 1 - Molly Burton

Yr 2 - Sarah Hosegood

Yr 3 - Victoria Baxter

Yr 4 - Georgina Shepheard

Yr 5 - Samantha Plumb

Yr 6 - To be confirmed

Upcoming Events & Initiatives

- Thanks to Lisa Rothwell who has opened discussions with local studs and equestrian units regarding any viable grants
- Thanks to Robyn Leamy who has been working towards the Racing Foundation Grant
- Open discussion re any other known grants - Committee to look further into this. Including Wadlow Wind Farm, Tesco/Waitrose Community grants
- The PTA Committee would like to propose a meeting with Sara to discuss what the school requires from the PTA regarding funding going forward.
- The PTA would like to propose a meeting with Alison Brewin regarding fundraising event in the coming academic year. This is to ensure an even spread of events throughout the year.

Please Sign and Date

CHAIR PRINT DATE

VICE CHAIR..... PRINT DATE.....

VICE CHAIR..... PRINT DATE.....

TREASURER..... PRINT DATE.....

SECRETARY..... PRINT DATE