

Swanbourne Primary School Parents & Citizen Association

General Meeting

Agenda

Date: **Wednesday 2nd December, 2020**

Time: **7:00PM to 9:00PM**

Venue: **School Staff Room**

8 members for quorum

		Time allocated
Welcome	Lauren Pavlich	10 mins
Apologies, attendance & new members	Belle Lyons	
Confirmation of Minutes from last Meeting	Lauren Pavlich	
Business arising from previous Minutes Action items	Lauren Pavlich	
Correspondence	Belle Lyons	
President's report	Lauren Pavlich	10 mins
Principal's report	David Knox	10 mins
Treasurer's report General P&C Finance Report Uniform Shop Report Canteen Report	Steve O'Hara	10 mins
Sub-Committee reports Social & Fundraising	Zoe Moss, Peta Bennett, Eloise Harris	20 mins
Uniform Shop	Anna McGlew	
Environment Committee	Sophy Foreman/Belle Lyons	
Funding Requests Shade Sail for Mud Kitchen play area		10 mins
Other Business Treasurer role for 2021		5 mins
Next Meeting: Wednesday 17th February 2021		