

# Minutes of PTA Members Meeting

## 17<sup>th</sup> January 2023 - 7.30pm via Zoom

### Attendees via Zoom

- Julia Milligan - Meeting Secretary
- Lucy Cooper – Co Chair/ Communications
- Danielle Brawn/Crawford - Co Chair/ interim Treasurer
- Anais Nguyen Van
- Mrs Stray
- Amy Leary
- Lizzie Hodgkinson
- Tania Douglas
- Roxanne Barrett
- Paula Waller
- Ayanna Blackstock
- Karen Francis
- Sarah Boorman Fisher
- Nicole Ho
- Gizem Erdem
- Jenny Malcolm
- Martha Skotnicka
- Sophie Ashcroft
- Helen Page

### Apologies

- Julie Fernandes-Tansley
- Richard Brown

#### 1. Welcome

- Apologies
- Approval of Minutes from previous meetings – agreed minutes

#### 2. Events roundup

- **Christmas Jumper Sale** - This was the first time we tried this type of 'Nearly New Sale' for Christmas jumpers. We had a small number of donation and most of them were sold which raised £44.42. People seemed pleased with their purchases and it achieved our aim re waste on Christmas jumpers and helping make them affordable for Christmas season. We thought the low level of donations was probably due to people not holding onto jumpers they don't need.

We are taking donations now, in the uniform bin, whilst people are having a post Christmas clear out and hopefully we'll then have enough to run it again next year. Request that attendees remind their classes.

- **Christmas Fair**

A huge thanks to everyone who got involved, especially Karen Francis, the two Santas and the Elves. The fair could not go ahead without all the volunteers.

People commented that it was nice to see some new games. Although there was some feedback around the cost of some of the games as some children didn't want to spend their token on the more expensive ones. Also, it was discussed that there could be more balance next year between stalls and music as there was quite a lot going on. Although on the plus side, all the musical performances probably helped keep people there for longer than usual and hold the atmosphere throughout the fair.

Total raised - £3263.63 (this is without a raffle and £500 from B&H, which makes it the most profitable fair so far)

We asked parents helping at the fair to see if their employer would do Match Funding. We had one parent whose employer agreed to this, so this person was put on the Bottle Tombola as it the most profitable stall. Their Match Funding application is currently with their company's accounts dept and could mean an extra £300 is added to the total once it's paid.

- **Odyssey Take over**

This Inset Day event went really well and was enjoyed by all who attended. A 'check in' app to scan tickets on phones at the door helped entry into the cinema be a lot faster and easier than previous years. There was though a bit of a mess afterwards.

Three quarters of available tickets were sold, giving a profit of £378.

Attendance seems to depend a lot on when the inset day falls as to how popular is it.

We used the 'pay it forward' scheme on this event. 8 subsidised tickets were sold. We did have some generous parents who were not able to attend the event but still wanted to donate to the 'pay it forward' scheme. There was £117 donated.

Thanks to Sophie, Helen and Andy on the day.

- **Christmas Treeasy**

Successful year again. £125 raised. Amy and Mrs Stray really loved their trees and we will try and use this feedback when promoting the scheme again next Christmas.

- **Salvation Army Toy Appeal**

Julie is the main contact with the Salvation Army. Lizzi said they were overwhelmed with presents and the SA were so grateful. Easy to organise and a nice addition to the Christmas calendar.

### **3. Nearly New Shop Update**

The shop continues well, and there have been a lot more orders after the holidays. We have had to increase prices up slightly as Square have increased their charges. Prices now range from £1.50-£3.50. It is run by amazing volunteers each week. We will have another push before Easter for summer uniform.

It was asked if any year 6 parents leaving at the end of this year will impact on the number of volunteers – do they need to recruit more? As only 1 will be leaving (other have younger children) they should be ok at the moment. There are currently 8 volunteers on the rota.

### **4. Finances**

In addition to the figures above, we had an anonymous donation for £500 via the Charities Aid Foundation.

We paid £927 to subsidise the pantomime trip. Uptake on subsidised tickets was up on last year. Enjoyed by all.

### **5. Wish List**

- **The Air Conditioning** has been on list for quite some time. Mrs Stray said the supplier is lined up, but it was delayed due to bid for replacing the school's roof. This has therefore been put on hold, although the roofing co have said they can work in line with the A/C co as the units need to go on the roof. Also looking at solar panels going on the roof too and them being dual units to cool and heat the classrooms. For the top classrooms cost was about £30k. Keeping on the Wishlist for now.
- **Materials for 10 year project..** Each child making a heart from felt in class colours to hang on the staircase. School have paid for this all ready. Flowers made out of mdf to be planted under the big tree in the playground. Claire Toms' builder said he will donate the materials for this. So waiting to hear from him.
- **Ukeleles** - we need to confirm if this is something that is still required by the school/ Mrs Dore.
- **Other suggestions:-**
  - A contribution towards seeds and bulbs for the children to plant in the flower beds in the playground was raised by Mrs Stray.

- Mrs Stray also raised the idea of a contribution to the Flamenco dancer coming to school. The school is having a Spanish themed day in next few weeks. To cover the cost of a Flamenco dancer coming in to teach the children dancing. Cost would be £270. Everyone will be involved.

The PTA Committee will go away and confirm to Mrs Stray if they can contribute to these items off the wish list.

## **6. Committee Positions**

There are only 2 members left on the PTA committee at the moment. Emergency temporary measures have been put in place in so that the PTA can carry on in a simplified manner. Danielle Brawn will be Interim Treasurer and Lucy Cooper will be Chair while we recruit for a Bookkeeper, Treasurer and Secretary.

Going forward we are happy to discuss how we make the roles work for parents/ carers ( e.g we can split roles up; stick to a time commitment each year) so that people feel able to volunteer. But we really need more help and others to join committee to enable the PTA to continue. Just a few hours a month from a group of people will make a difference. Asked everyone to help spread the word re the PTA, to help reach a wider network.

As things are, it will have an impact on events this term and some events are on hold until we find a Treasurer and Secretary. It's hard to run a full term of events as previously planned when the 2 committee members are covering 4 roles. Volunteers on the day of the event are really appreciated but we need key roles in the background covered so we can function legally and efficiently.

An enormous thank you to Helen for all her help and hard work as Treasurer – gift voucher given as thank you gift. The PTA has also donated Helen's favourite children's book to the school.

## **7. Upcoming events**

- Reception film night – will still go ahead; will consider opening up to Yr 1
- Bake Sale – likely to go ahead, but may be modified ( cash only)
- Easter Raffle - Julia suggested doing an Easter Hamper Raffle similar to the one ran previously, where the Class Reps get a small donation from parents in their classes as buy some Easter goodies. We can then raffle off the hampers. Lucy to discuss with Julia and decide if we have resources to proceed.
- Hard to do the Summer Fair or other big events like Quiz night if we don't have the people.

## **Suggestions**

**Easy Fundraising** – had discussions re this, revenue stream to try and maximise 142 signed up but only 42 who actively raise money. Each raised several hundred pounds each. So need

to get more people signed up and using it. Target getting 100 active users by Easter. Donation reminder, complicated to explain, but easy to use. Best to show people how to use it, maybe in the playground or at a coffee morning. Donation reminder needs to be on their phones. So many websites offer Easy Fundraising so the donation reminder is really good.

Helen is going to do a Video message to help the drive for this term. And send out messages relevant to what we want to use the money to buy. Mr Edwards could always help promote it. Get staff to sign up too.

**General Ideas:** Sarah Boorman Fisher gave some idea of events etc that we're used in her previous school which were helpful and interesting to hear about including paying for a Treasurer if no parent/ carer came forward as well as Fork2Fork Festival which uses local businesses to provide the stalls/ less volunteers needed from school community to run. Lucy to follow up after the meeting to look into in more detail.

**World Book Day** - Lizzi Hodgkinson raised the idea of a 2nd hand World Book Day Costume Sale, much like the Christmas Jumper Sale. Mrs Stray confirmed there may be a specific international theme this year, which may not make it very easy to do a sale as well as possible teacher strikes that day. We should consider looking into it for next year but need to discuss space/ storage.

#### **8. 100 Club –**

- 1<sup>st</sup> prize no 17 Seema Evans
- 2<sup>nd</sup> prize no 20 Seema Evans