

Minutes of PTA Members Meeting 28th Sept 2022

Attendees

- Mrs Stray
- Danielle Brawn
- Helen Page
- Lucy Cooper
- Sophie Ashcroft
- Julie Fernandes-Tansley
- Anthony Leary-White
- Kate Davies
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Zoom:

- Gizem Erdem
- Ayanna Rezulska
- Paula Walker
- Emma Mehmet
- Marta Skot
- Nicole Ho
- Alyona Yugova

Apologies

- Amy Leary
- Lizzi Hodgkinson
- Richard Brown
- Rob Crick
- Hazel Eccles
- Karen Francis

1. Welcome and Apologies

2. Minutes from previous meeting - agreed minutes

3. New Positions and Vacancies

- **Welcomed new Class Reps** - Anthony, Paula (Apple), Tania, Emma, Jean (Lime) plus Gizem and Lucy for Amber
- **Still have an urgent requirement for a new Treasurer to start January 2023** ■
We need this role urgently for the PTA to function - without it, we can not function.
Role required to start in January but handover is available now. ■ We will re-circulate specific details of the role and time commitment

- required.
 - Discussed the option of a grandparent filling the role - it is possible if we co-opt them in - so please let us know if there any grandparents with additional time and skills.
- **We also need a Secretary to fill the role with immediate effect.**
 - We would be open to a job share or even some short term help to write up Minutes, distribute Agendas, maintain distribution lists and the Google Drive.
 - A big thank you to Amy Leary for her time as PTA Secretary - unfortunately she couldn't make the meeting but we will provide her with a card and little gift for all her hard work. She continues to lead the amazing Uniform shop.
- **We could also do with some Communications support** so Lucy can help out in other areas. If anyone has skills in social media or flyer creation, and can help with one off requests
- **ACTION: Contact Helen, Lucy or Danielle at the PTA if you want any more information on the above roles - no obligation to commit but we would appreciate the opportunity to tell you more. We will also re-circulate details of roles with skills and time commitments.**

3. Events - Autumn Term

- **Welcome Packages** - thanks to Julie for pulling these together. Anthony (Reception) confirmed they were appreciated by new parents. Will repeat next year with left over material and low cost/ effort to sustain.
- **Christmas Cards** - thanks to Kate and Jenni for leading this item - on track for delivery prior to end of term. Mrs Stray to confirm when the templates are all back. ● **Coffee Morning** - this Friday - do come along and support Macmillan! Uniform shop will also be there.
- **Scary Hair Day** - confirmed for 20th Oct. **Can anyone design a flyer?** ● **Halloween Disco** - confirmed for 20th Oct - years 4 - 6. **Contact Danielle at the PTA if you would like to volunteer to help out on the night.**
- **Christmas Jumper Exchange** - proposed a new event to run a 2nd hand Christmas Jumper Sale for adults and children. Run the event in November over the course of a few days so we don't have to store items for too long. Remind contributors to bring good quality, washed items. Sale for a nominal fee (50p or a £1) to encourage recycling. Date TBC. **Contact Lucy at the PTA if you would like to volunteer to help out with either sorting or selling.**
- **Christmas Social - 3rd Dec.**
 - We proposed a "Christmas Festive Sing-along" instead of a full blown Christmas Fair. This would comprise of some festive performances from the school choir and orchestra as well as a Festive Singalong with Mince Pies and Mulled Wine. Santa will help get the singing going and his Elves will be around to make sure the kids get a little treat.

- We are aware of the cost of living crisis especially in the run up to Christmas and want to offer a community based event that everyone can enjoy. Ticket prices to be confirmed but will probably be based on a suggested donation.
 - The PTA Committee also have limited resources at the moment so while we would like to include additional stalls, these will only happen if we have volunteers to step forward and lead these. Craft and game ideas include Decorate a Bauble, Pots of Art Christmas Decorations, Hook a Candy Cane, Decorate a Stocking, Tombola, Face Painting Reindeers, , decorate a festive biscuit. PTA to send out request for help. **If you have an idea for a stall (game or craft) that you would like to run, please contact us asap so we can see how it might fit in and how we could support you.**
 - Need to firm up timings - concern about it being too late for young children. Suggesting 2.30 - 4.30 or 3 - 5?
 - H&S - we need to be aware of the Hall Capacity and how we can open up other spaces like the Dining Area/ Outside for some of the additional stalls if we have them. Mrs Stray to check capacity of the hall.
 - **Santa - does anyone want to be Santa and help the Festive Singalong - maybe Santa's Singlaong?**
 - **Elves - we need a few Elves to help distribute treats to the children - maybe some Yr 6 kids might help as well as few parents?**
- **Treeasy** - agreed to do Treeasy again.

Upcoming Events 2022/23

- All upcoming events depend on volunteers to lead and support. **Lucy to send out Volunteer Sign Up Sheet**
- **10th anniversary merchandise**
 - Idea of branded gin was floated. Anthony may have a contact who could help. We will investigate for Christmas stall or later next year.
- **Quiz and Comedy Nights** - Rob Crick and Richard Brown have offered (via email prior to meeting) to support these events but we will need additional volunteers. ● **Raffle** - we proposed to run 1 Raffle this year rather than 2. As it's done online now, we don't have to rely on the Summer and Xmas Fair events to sell tickets, and an Easter Raffle may help to spread out costs for those purchasing tickets as well as making it easier to source prizes (not competing with other fairs)

Uniform Shop Update - going great and making fab sales (£763 last year) due to hard work of volunteers. Anthony suggested increasing the cost of some items. Mrs Stray floated the idea of sending excess stock to FoodBank.

Finances

- **Bank accounts** - switched from Metro to Lloyds

- **Income since last meeting** - only from the shop and the 100 Club
- **Easy Fundraising** continues to provide funds to purchase books. Mrs Stray to provide photo of books when they come through to make a visual for parents
- **Independent examiner appointed** - a previous parent is willing to examine the accounts
- **Wish List**
 1. Agreed approx. £5k funds will go towards phonics books - this term
 2. Agreed a contribution to air con/ heating system for the school depending on results of due diligence (economic and environmental benefits, as well as confirming it fits out charitable aims) - Mrs Stray to provide documentation to show benefits and longer term plans.
 3. Art installations - every child will contribute to this to mark the 10th anniversary - Mrs S to provide costs and PTA to review
 4. Spring Term - community event - past staff and pupils and make MDF flowers - permanent place under the tree - could the PTA provide refreshments and help on the Open Day and help to cover costs? To discuss.

7. 100 Club

- Reminded the meeting that there are just 2 more days to buy tickets - 68 numbers at the moment, push in the next few days....closes midnight FRIDAY. Final What's App push on Thursday.

8. Spring Term

- Odyssey - Sophie confirmed that Fleetville are happy to share the event - we just need to find some shared inset day. Discussed using TicketTailor to help registration.

9. PTA General

- **Gazebos and BBQ** - it's a good time to shop or collect old accordion style gazebos. Keep your eye out or do you have any connections to help purchase cheap gazebo/ BBQs
- **AGM date** - proposed to bring it forward to Nov with the aim to elect someone in November to take over in January with a transition period. Also if we can find a Secretary at the same time it would be beneficial. Agreed 22nd Nov for AGM followed by normal PTA Meeting.
- Proposed to alternate between Zoom and in person - and if in person, with Zoom, do with big screen.

10. AOB

- Karen Francis suggested (via email) a 2nd hand fashion show
- Discussed opportunity to do something around the World Cup - a sweepstake? Would anyone like to organise?

- Discussed opportunity for an Alban City 5 a side. Would anyone like to organise?