

PTA Minutes – Thursday 17th January 2020



Attendees: Emma Hillocks; Michelle Pace; Hannah Ringrow; Cecily Leverton; Nikki Braud; Hayley Heley;

Apologies: Karen Cook; Jemma Millard; Lucy Baggs

	Minutes	Action
1	<p>Event</p> <ul style="list-style-type: none"> - Events for the year were discussed and dates agreed in line with the school calendar. - A calendar of the events is attached to these minutes. 	
2	<p>Cake Sales</p> <p>Yr 1: Wed 5th February Yr 2: Thurs 12th March Yr 3: Thurs 23rd April Yr 4: Thurs 4th June Yrs 5&6: Tuesday 7th July</p>	Hayley Heley to contact the year reps to advise of dates.
3	<p>Disco</p> <ul style="list-style-type: none"> - Planned week of 2-6th march – date to be confirmed with DJ Ravel. - Time to be adjusted for juniors to finish at 6.15 - Options to be changed to 1 glitter tattoo or 1 facepaint 	Michelle to check with Ravel what date that week he is available for.
4	<p>Easter Egg Hunt</p> <ul style="list-style-type: none"> - Monday 30th March after school (3.20-4.00pm) - Tokens hidden around the infants playground. - PTA will need access to the infant playground & hall from ~ 2.50pm to set up - Cost dependent on easter egg offers from shops 	<p>PTA members to keep an eye on offers at Tesco, Lidl etc</p> <p>Cecily to check paypal cut to ensure classlist tickets will make a profit.</p>
5	<p>Refreshments sales (Teas & coffees)</p> <ul style="list-style-type: none"> - <u>New Reception parents meeting</u> – date TBC by school (~end May) . Refreshments & PTA stall to explain what we do, what we fund & how we operate e.g. classlist - <u>Sports day:</u> Thursday 21st May (back up Fri 22nd May). Teas, coffees & bottled water from 8.45 whilst parents are waiting for the children to arrive. Consider selling pastries (croissants, pain au chocolate) bulk bought from costco. - To support the school eco approach ensure visible recycling available for plastic bottles & encourage own cups for tea & coffee - <u>Leavers Play:</u> Thursday 9th July (time tbc evening) - <u>Easter Service:</u> if this is at school, option for refreshments Thursday 2nd April 	Volunteers to be arranged closer to the dates. To be discussed at next PTA meeting

6	<p>PTA Communication A discussion was held on whether the PTA are targeting to fund a specific item for the school which we could advertise as part of our communication to the parents and wider community.</p> <p>Mrs Hillocks suggested that if the PTA gave an estimate figure the school could consider what they would like to target to purchase.</p> <p>Hannah suggested a short newsletter – similar to one sent last year which could be used for the new reception parents and existing parents to capture how the PTA spends the funds and what we are targeting next in our fundraising. It could also communicate the dates for the year.</p>	<p>Hannah to talk to Lucy about providing an overview of what funds would be available to provide to Mrs Hillocks for the school to provide a “wishlist”</p>
7	<p>Summer Fayre Friday 26th June 5.30-7.30pm Mufti day for prizes – Friday 19th June</p> <p>It was identified that raffle donation and top level ideas need to be planned at next PTA meeting in February</p>	<p>PTA to discuss at next meeting</p>
8	<p>PAT Testing Michelle has a bouncy castle that is used at the summer fayre which requires PAT testing. Any other electrical items in the PTA store should be done as well. The school expect to have a PAT testing day in April.</p>	<p>Fiona Huke to let Michelle know when this has been arranged.</p>
9	<p>Lollies The sale of ice pops on hot days after school was very successful last year. The PTA intend to repeat this during the year. As the weather gets warmer the PTA will discuss when to sell these depending on the weather forecast. These will be adhoc and not planned more than a few days in advance.</p>	
13	<p>Next meeting</p>	<p>Thursday 6th February – time TBC</p>

February		March		April		May		June		July	
Sat	1										
Sun	2	Sun	1								
Mon	3	Mon	2					Mon	1		
Tues	4	Tues	3					Tues	2		
Wed	5	Wed	4	Wed	1			Wed	3	Wed	1
Thur	6	Thur	5	Thur	2	Thur	2	Thur	4	Thur	2
Fri	7	Fri	6	Fri	3	Fri	3	Fri	5	Fri	3
Sat	8	Sat	7	Sat	4	Sat	2	Sat	6	Sat	4
Sun	9	Sun	8	Sun	5	Sun	3	Sun	7	Sun	5
Mon	10	Mon	9	Mon	6	Mon	4	Mon	8	Mon	6
Tues	11	Tues	10	Tues	7	Tues	5	Tues	9	Tues	7
Wed	12	Wed	11	Wed	8	Wed	6	Wed	10	Wed	8
Thur	13	Thur	12	Thur	9	Thur	7	Thur	11	Thur	9
Fri	14	Fri	13	Fri	10	Fri	8	Fri	12	Fri	10
Sat	15	Sat	14	Sat	11	Sat	9	Sat	13	Sat	11
Sun	16	Sun	15	Sun	12	Sun	10	Sun	14	Sun	12
Mon	17	Mon	16	Mon	13	Mon	11	Mon	15	Mon	13
Tues	18	Tues	17	Tues	14	Tues	12	Tues	16	Tues	14
Wed	19	Wed	18	Wed	15	Wed	13	Wed	17	Wed	15
Thur	20	Thur	19	Thur	16	Thur	14	Thur	18	Thur	16
Fri	21	Fri	20	Fri	17	Fri	15	Fri	19	Fri	17
Sat	22	Sat	21	Sat	18	Sat	16	Sat	20	Sat	18
Sun	23	Sun	22	Sun	19	Sun	17	Sun	21	Sun	19
Mon	24	Mon	23	Mon	20	Mon	18	Mon	22	Mon	20
Tues	25	Tues	24	Tues	21	Tues	19	Tues	23	Tues	21
Wed	26	Wed	25	Wed	22	Wed	20	Wed	24	Wed	22
Thur	27	Thur	26	Thur	23	Thur	21	Thur	25	Thur	23
Fri	28	Fri	27	Fri	24	Fri	22	Fri	26	Fri	24
Sat	29	Sat	28	Sat	25	Sat	23	Sat	27	Sat	25
Sun		Sun	29	Sun	26	Sun	24	Sun	28	Sun	26
Mon		Mon	30	Mon	27	Mon	25	Mon	29	Mon	27
Tues		Tues	31	Tues	28	Tues	26	Tues	30	Tues	28
Wed		Wed		Wed	29	Wed	27	Wed		Wed	29
Thur		Thur		Thur	30	Thur	28	Thur		Thur	30
Fri		Fri		Fri		Fri	29	Fri		Fri	31
Sat		Sat		Sat		Sat	30	Sat		Sat	
Sun		Sun		Sun		Sun	31	Sun		Sun	

