

**PTA Meeting Minutes – 11/03/24**

1	<b>Present:</b> L Aldwinckle, Z Blackhall, J Howes, L Martin, Mr Thomas, Mrs Butler	<b>Apologies for absence</b> B Jones, Mrs Ward, D Hopson, M Lloyd,
2	<b>Minutes</b> Approve and sign minutes from meeting 07/02/24 - Done	
3	<b>Matters arising from meeting held on 07/02/24</b> See below table	
	<b>Treasurers Update</b> Current balance: £4,911.20, minus purchase's to be made leaves a balance of £2,280.00 (approx. as no exact figures of purchases to be made are available at present) Highlights include: <ul style="list-style-type: none"> <li>• Nearly new uniform stall raised £149.15</li> <li>• Sing-Along raised £1,137.84, music banners cost £314.55 leaving the remaining sum of £823.29 to be spent on additional musical equipment</li> <li>• Wonka Bar Event raised £197.08</li> <li>• Mother's Day Event raised £180.52</li> </ul> It has been agreed that to help control the spending of the funds, all payments will need to be made upfront. The music banners were 70% higher than had been originally quoted and no invoice has been provided yet for the 50% share of the Oundle Literature Festival. <b>ACTION: MR T</b>	
5	<b>Past events:</b> <ul style="list-style-type: none"> <li>• <b>PTA logo competition</b> – committee to agree a date ASAP to discuss the winner(s) and decide how we move forward <b>ACTION: ALL</b></li> <li>• <b>Sponsored Sing-Along</b> – figures raised/spent as above, remaining amount to be spent on the music department still to be agreed, Mrs P and Mr T to put forward their wish list for the committee to agree <b>ACTION: MRS P/MR T</b></li> <li>• <b>Chinese New Year</b> – some lovely entries received and all children who did enter received a small gift</li> <li>• <b>Leap year time capsule</b> – there seemed to be some confusion as to the rules around this and whether it should be completed in school or at home. Mr T to ensure all fact files were collected and stored away, deadline for completion 27<sup>th</sup> March. <b>ACTION: MR T</b></li> <li>• <b>Wonka Bars</b> – a successful event that was great fun for the children, prizes were well received, if this is done again then a note on the winning entries regarding how to claim prizes and setting expectations was needed</li> <li>• <b>Mother's Day</b> – 12 no shows, overall it was well received but some small changes if it was done again – we could have fitted some more people in the hall – slight changes to cake options (more Victoria Sponge/smaller cakes for children), more space for drinks station</li> <li>• <b>Uniform shop</b> – online shop is good to have in the background but the pop-up stall twice a year works very well.</li> </ul>	
8	<b>Future events:</b> <ul style="list-style-type: none"> <li>• <b>Pre School raffle</b> – this is a slow mover but there are small numbers in the nursery so was never going to give big returns, draw will take place on Monday 18<sup>th</sup> March. Once we know how much has been raised we can decide on how those funds are spent</li> <li>• <b>Easter Bunny Drive</b> – due to the school calendar and how early Easter is this year we will hold this event on the first Friday back after Easter – Friday 19<sup>th</sup> April – 3.30pm – 4.30pm, £5.00 per child with a drink and a biscuit. Quote's to be obtained from the kitchen for shortbread. <b>Action: LA</b></li> <li>• <b>Eid 09/04</b> – we will look to do something to celebrate the end of Ramadan <b>ACTION: ZB</b></li> </ul>	

	<ul style="list-style-type: none"> <li>• <b>Father's Day</b> – it was decided that we would do rounders again, potential date of Friday 14<sup>th</sup> June, additional details to be discussed/decided at the next meeting <b>ACTION: ALL</b></li> <li>• <b>Founders Day</b> – discussions began with what the plans were going to be this year, bar/sweet van/beach/hampers/bouncy castles/raffles etc. This subject will be picked up at the next meeting to start making final decisions/getting bookings secured etc. <b>ACTION: ALL</b></li> <li>• <b>Krispy Kreme</b> – it was agreed to postpone this due to the location of the collection of the donuts, Mr Thomas may be able to help out with the collection of them, look at again after Easter.</li> <li>• <b>Little Recycler Spring Clean</b> – lots of companies offer this so we would look at the best company to use to ensure best value for money in return – look to do in the Spring.</li> <li>• <b>UV Disco</b> – it was discussed that we could do this for Halloween and then maybe doing another disco around February time.</li> <li>• <b>£20.24 challenge</b> – This idea was discussed as a different way to raise funds, it then moved on to a different challenge of 'penny wars' the idea being that each class puts coins into other classes pots' and the class with the lowest amount wins a prize.</li> </ul>
9	<p><b>Any Other Business</b></p> <ul style="list-style-type: none"> <li>• The graffiti/street artist subject discussed with possible options of locations discussed. Mr Thomas said that the metal fence by the forest school area was a possibility but this would need to be agreed and signed off before anything went ahead to ensure it was in keeping with the surroundings of the school.</li> <li>• JH asked the question about what, if anything was provided by the PTA for when the Year 6's leave, it was confirmed a day out was funded towards the end of the school year.</li> <li>• Mrs Butler has kindly agreed to check the spelling and grammar of the documents that are sent out by the PTA.</li> </ul>
10	<b>Date of next meeting</b> – Thursday 18 <sup>th</sup> April 2024

Matter	Feedback/Actions
Book Trunk Theatre/African day BHM 10/24	MT is waiting for the Trunk Theatre to come back with a date in April for this to happen. African Day will take place sometime during the first two weeks of October 24 – ZB to confirm a date with the company. <b>ACTION: ZB</b>
Quotes for zoo/aquarium	Quotes have been obtained for both – to take 82 children to Twycross will be £1,873.20 and the Sea Life Centre in Birmingham would be £1,881.90. JH lead the discussion on whether this was too much to spend on a day out and it is the transport costs that is pushing the amount up. Further discussion to be had on this. <b>ACTION: ALL</b>
Late club charges	This has been agreed by MT to continue going forward for the monthly meeting only.
Quote for 4 square	Two quotes were obtained for this – one for £867.60 and one for £330.26, it was decided a third quote would be obtained. <b>ACTION: JH</b>
Flyer for starter pack and uniform	This has been agreed in principal and will be put in the New Starter packs for new families joining the school, ZB to draft and to be agreed by MT. <b>ACTION: ZB</b>
Eco Committee bird boxes	These are no longer required as Mr Cox has made some.