PTA Meeting - 5th May 2023

**Those in attendance:**

Claire Clarke (CC)

Sarah Jones (SJ)

Sarah Genner (SG)

Lucy Cooper (LC)

Victoria Bradley (VB)

Kelly Walker (KW)

Mr Wynn (JW)

**Apologies:**

Sheryl Hayes (SH)

Jane Elson (JE)

Helen McClure (HMc)

**Welcome**

Welcome provided by CC who thanked everyone for attending and giving up their time.

**Minutes from last meeting (27/01/23) to be approved**

CC asking if everyone had read the minutes of the last meeting, and if so whether there were any amendments sought. The minutes were approved.

**Treasurer’s Report**

An overview of the monies received and spent was presented by SJ. A report was circulated as attached.

It was noted that the monies spent on the trim trail were still to come out of the account.

Overall, we have had quite a good start to the year.

A question was asked about “Easy Fundraising”. CC explaining that you have to reach a certain target in order to get money out of the scheme, but it is not very much - £15 per quarter. Rather than logging directly onto the shopping site, you go through the easy fundraising website and then order anything you want in the usual way. By going through easy fundraising a percentage goes back to the school. It is an easy way to raise money for the school.

It was suggested that perhaps a reminder be sent out to people so that hopefully more people will start to use it. It was agreed that a message would be sent out. One school has actually raised £10000 through this method.

**Carwash – Saturday June 10th 8.30am – 1pm**

CC confirming that we need volunteers for this. We already have a few for the actual day:

JW, CC and SH.

We do need a lot more people to help out.

CC confirming that we also need help to set up the night before. Volunteers included:

VB, CC and LC. It was agreed that set up could be at 3.30pm. CC confirming that it is not a huge job, we just need to set up some tables, get the urn out and put out the cakes. We also need to set up hoses etc. Should only take half an hour/40 minutes.

CC confirming that HMc was letting us borrow her pressure washer, but it way well be that at some point we will need to purchase our own.

**Dates in the diary**

* BBQ Sports Day – 7th July 2023

It was noted that we will need volunteers to help set up on the morning and also help out during the event. Volunteers to set up included:

SG, LC and HMc – CC may be able to help out but is currently working.

Volunteers for the event will need to be at school for 1.30pm.

CC needs to order meats, sausages etc. and may need help with a supermarket run beforehand. If anyone is able to help that would be appreciated.

JW asked whether we could purchase loads of ice-cream and then sell it. Get some sprinkles etc - the year 6’s will do it.

CC suggested that if PTA buy everything then JW organise it. This was agreed.

* Pre-loved Uniform Sale – 13th July 2023

It was noted that we need to agree a date in the diary for this. CC was happy to run the event but was restricted on the dates within which she can do it. Therefore, ideally help was required. If CC does run it then it will have to be on a Monday.

SJ confirming that she could run this with the help of some other people.

It was agreed that all of the uniform would be gathered and then a team would be put together to label and get everything ready for the sale.

VB confirming that she could help but was worried about the fact that she would have the children after school. It was noted that usually if people help out with younger children, then they are able to stay in school and certain events it ends up being that the older children look after the younger ones anyway.

KW confirmed that she could help on a Thursday and Friday.

In the end it was agreed that the sale would be on 13th July 2023. Set up would be from 2.30pm and the sale can start until 3pm.

SJ suggesting that we also see whether people have got Blazers for the Hart or PE kit etc for those children that will be moving schools shortly. This was agreed.

SJ confirming that anything left over can be taken to the recycling by her.

* Leaver’s Party – 24th July – 3.30pm – 5.30pm

It was noted that CC has already booked the bouncy castles and the ice-cream vans. The PTA will also pay for Year 6 to have their fish and chips. We may need help in collecting their orders and collecting the fish and chips on the day.

CC confirmed that the hoodies are also on order.

**Future Dates**

CC wanted to put to the meeting whether we should be organising future dates or not, as there were a number of people leaving the PTA this year, due to their children leaving the school, and CC explaining that she could not continue with events unless there were people supporting her and helping out.

It was felt that we should try and put some dates in the diary but make it very clear to people that **if help is not offered then the events will have to be cancelled.**

JW confirming that he would rather have the dates in the diary as well. It will hopefully then focus people more and hopefully they will get involved.

It was noted that the welcome meeting in September was really successful. It welcomed existing parents back and was an opportunity to meet new parents.

Ideally, we would want to get a big breakfast in the diary, but it was noted that we will not have SH or Hayley Marney who do a lot of the cooking. It was noted that they may well come back to help however this could not be expected.

The Easter Bingo, was really successful and this needed a lot less manpower, yet yielded very good results. It was suggested that perhaps we have a different themed bingo night so that we did not have to wait for Easter. It was suggested that we do a Treat Bingo, around Halloween time.

After further discussion the following dates were proposed for future events:

* 22nd September 2023 – Welcome Meeting – for returning parents and new parents

Welcome packs will also be given out again, CC to obtain numbers from the office and sort over the summer break for return to school in September

* 13th October 2023 – Treat Bingo
* 18th or 25th November 2023 – Big Breaksfast

JW wanted us to explore the possibility of hiring the village hall for the next bingo event and selling alcohol. Apparently one of the other schools had done this and raised £900.

CC noting that it was worth exploring if we can get the village hall for free as when this was looked at last time, the cost of the hall meant it was not worthwhile.

It was noted that we could also have a film night or Christmas disco.

**Please note that these events can only go ahead if help is offered due to the fact that there are a lot of PTA members leaving this year due to their children leaving the school.**

**Money raised and spent since last meeting**

CC noted that the Valentine’s disco had raised £191 profit, Easter Bingo £520, PJ day £88, clothing collection £56 and sale of pre-loved uniform items £16.

Money spent since the last meeting was confirmed as £87 on colouring pens and pencils for all classes including care club and we are waiting to pay school £1165 for the new trim trail items upon receipt of invoice.

**Succession Planning**

Sadly SG and SH are both leaving St Mary’s in July and both CC and SJ would like to begin a handover of their roles as they only have two years remaining at the school as well. Anyone wishing to take on an executive role or wishing for more information should contact school or email the PTA on [stmaryscoltonpta@gmail.com](mailto:stmaryscoltonpta@gmail.com)

LC confirming that she would take on the role of secretary if no-one else came forward, CC thanking her for this.

**AOB**

No other business was discussed.

**End of meeting**

CC thanked everyone for attending meeting,