

25th February 2025 | 19:00.



Attendees:

Georgina, Sarah, Gemma, Sue, Matt, Hannah, Dan, Shelley - 8 Attendees therefore quorum requirements were met.

Meeting Minutes and Actions.

Meeting held at Tanworth in Arden Primary School at 19.00.

Apologies received:

Serena, Jemma, Dani

Review of the last AGM:

The previous AGM was the first AGM for this PTA, the Parentkind Constitution has been adopted and the following Committee positions were elected. Chair – Georgina Thompson, Treasurer – Sarah Hoadley, Secretary – Jemma Hickey. The aims of the PTA were to fundraise to enhance the learning and facilities provision for all members of the school through events and experiences which would be memorable and enjoyable for pupils. The target was set to initially raise £5,000 for the renovation of the library. This target was achieved within the year and new furniture and books have been installed. The previous AGM minutes were ratified.

Matters arising since the last AGM:

Change of Secretary at the October PTA general meeting from Jemma Hickey to Gemma Turvey.

Matters discussed:

Library – Murals

Although the furniture and books have been replaced in the library through last year's fundraising it would be nice to further enhance the space with a mural of some description. Preferred style to be calming and possibly a tree of learning/ nature based theme so the space could be re-purposed should the library ever be relocated, without requiring removal of the mural.

Various suggestions of possible artists to follow up, although funds are very limited for this given the outlay on the furniture and books themselves. If we are unable to recruit volunteer/ parent artists then high quality vinyl stickers may be another option as used by other Schools.

Remaining funds – suggestions and requests received

Forest school equipment – request a list from Miss Dickin

OPAL Equipment – speak to Miss Chambers, possibly 2 x wheeled go-carts approx. £40 each.

Cooking equipment – list to be provided by school of requirements. Will be purchased ahead of pancake flipping event.

Water coolers – decided against following further investigation following the previous meeting. Maintenance costs would be prohibitive and all classrooms already have their own drinking-safe sinks where children can fill up their bottles as required.

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DT Room renovation – requirements include flooring, plumbing, racking, workbenches. Due to cost this may fall outside the scope of the current funds so will likely require additional fundraising to complete.

Coaches for the Year 6 residential.

Disco – Year 6 leavers – date TBC, will need to be done ahead of the year 6 residential this year. Once the date is set the DJ needs to be booked ASAP.

Next fundraising targets

Outdoor classroom to be sited on the rear field. Capacity for a single class at a time. Ideally clad to at least half height on all sides to make it usable in all weathers. Including groundworks, likely to be in the region of £10,000. This will be the subject of our next big Fundraising drive.

Circus – location

Date of 21st June which was confirmed and booked in April 2024. Potential parking clash has meant looking at whether alternative venues would be viable or whether the school is still the best option. Circus requires electric, a 60ft flat grassed area to set up including parking adjacent for 5 vehicles and good access. Suggestions of Tanworth Cricket Club or Tennis Club or whether Umberslade may have a suitable site. Location needs to be confirmed by 12th March ahead of tickets going on sale. Matt and Sarah to visit Tanworth Cricket Club to assess logistics and potential emergency vehicle considerations on Bates Lane if the Circus was to be held there. Contact to be made with Umberslade if possible to discuss whether there was either a suitable site or use of their parking facilities with minibuses or similar put on. All options off-site likely to incur a considerable cost.

Future Events planned:

Draft calendar attached – Sponsored bounce to be removed from this. Although this makes a lot of money for the time and effort outlay and the children really enjoyed it, this was done at the start of the academic year and with the Sponsored Pancake Flip already planned, we do not want it to feel like we are running too many events that require a sponsorship which may alienate parents.

28th November – Christmas Market date set by the Church. To build on last year's success we need to focus on increasing the lighting, food, stalls and getting the licenses and road closures in place early. Impossible without more volunteers.

Chair's report:

Attached

Treasurer's report:

Presentation slides attached.

Balance in the bank currently: £2236.98

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Best events from the point of view of funds raised were the Christmas Market, Summer Fete, Bamford Bars and Sponsored Bounce.

PTA Gin still requires the remaining stock to be sold, may need to obtain a license for the Tanworth Festival on the 5th July to do this.

Father's Day, Mother's Day and Christmas 'shops' require significant effort from volunteers and the PTA struggle to obtain enough donations for them through home clothes day events etc. However, they are thoroughly enjoyed by the children so should continue if at all possible.

Leaving a table out for donations to be dropped off at parent's convenience seems to be working well – if this can continue it may need publicising more widely.

Election of Committee Members for the upcoming year:

No requests or nominations to take on a named committee role were received ahead of the meeting.

Chair – Georgina Thompson to remain in post as nominated by Sue, seconded by Sarah
Treasurer – Sarah Hoadley to remain in post as nominated by Hannah, seconded by Matt
Secretary – Gemma Turvey to remain in post as nominated by Sarah, seconded by Hannah

Special Business:

Drive to recruit both Committee Members and Ad-hoc Volunteers

Without more hands-on support it is impossible to organise or staff the fundraising events required to reach the fundraising targets. There is probably some confusion as to how much time 'joining the PTA' actually means giving up. Social Media updates and Newsletter on the school website but also a paper copy sent home with volunteer sign up sheets for hour slots for specific events may help alleviate the perception that helping the PTA is an onerous job.

All Committee members also need to feel valued so there isn't the perception of 'Named Positions' and everyone else being Volunteers.

Ideally we would like to form a Committee which includes a representative for each year group to provide balanced and age-specific input for ideas and comments.

Volunteers do not have to give a regular commitment and can include grandparents and friends as well, not just parents or guardians.

The current method of communicating in the WhatsApp Group may well be overwhelming as it's a one-stop where everything gets shared. Hannah suggested looking into WhatsApp Communities which gives greater control and flexibility for volunteers to join groups/ chats they are interested in and thereby avoid chat which may not be of interest or relevance to them e.g. groups for specific events/ dates that might require just an hour or so of volunteering or the creation of specific props etc. None of the AGM attendees are particularly au fait with WhatsApp Communities but this is definitely something that sounds very useful and should be adopted ASAP.

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Events held to date have been very much focused on experiences for the children and possibly trialling some adult-focused events may create better engagement with parents. Once the WhatsApp Communities is set up, possibly do a poll to gauge interest.

Suggestions so far:

Pizza & Prosecco night

Race Night

Bingo

Wooden Duck Painting & Cake

Graze & Glaze

Painting & Prosecco

Football Night

Rugby Night

Cricket Match

Meeting Closed