



Meeting Minutes and Actions.

Meeting held online via Teams.

Actions:

Date	Responsible	Action	Complete
07/05	ALL	Volunteers required for treat Fridays: 24/05, 21/06, 19/07 to sell items and uniform. – Request via WhatsApp Group Poll	
07/05	ALL	Note on class WhatsApp groups about Treat Friday Arrangements for football, cricket and bus children collecting treats.	
07/05	Georgina	Request for cool bags and gazebos for Summer Fayre to be in Newsletter	
07/05	ALL	Volunteers required for Sports day / summer fayre on the 28/06/2024 – Refreshments, tombola's, set up, close down and shifts. Request via WhatsApp Group Poll	
07/05	Sarah	Check on price and availability of BBQ lady and Luca Loves Pizza for summer fayre and school disco night	
07/05	ALL	Volunteers required for School Disco – 12/07/2024 Refreshments, decoration, set up, close down. Request via WhatsApp Group Poll	
07/05.	Georgina	To check over actions and queries from the meeting with Shelley Bamford.	

Events Discussed:

Treat Friday:

24/05/2024 – Cookies. Aldi £30 voucher can be used or other Supermarkets. Helpers – Georgina, Dani, Jemma, Sue

21/06/2024 – Ice Lollies, potentially store in school freezer for use at Summer Fayre on the 28/06/2024. Helpers – Georgina, Sarah, Dani, Sue

19/07/2024 – Treats to be decided, will serve earlier as last day for yr 6 leavers. Helpers – Georgina, Jemma.

Agreed will need approx. 150 cookies and ice lollies for treat Fridays.

Requested that arrangements for football, cricket and buss children is put on class WhatsApps so that parents not at pick up know they can still send in money and partake.

Request for cool bags, cool boxes and ice blocks for ice lolly selling at Treat Fridays and Summer Fayre.

Noted we could also sell uniform at Treat Fridays – need volunteers for this for Treat Fridays. Uniform stored in sized boxes, and cardboard dividers for age of hung items. Noted donate

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some of the more worn or damaged items, and utilise the 'cash for clothes' bags in July for uniform donations from Yr 6 leavers.

Father's Day Shop:

07/06/2024 – Non-School Uniform day and request for gifts. Helpers to count and separate gifts as required on the 07/06 from approx. 14:00 – Sarah, Sue, Jemma.

14/07/2024 – Father's day shop in school – 9:00 – 12:00. Helpers – Georgina, Dani, Jude, Sue, Jemma.

Will need paper bags and wrapping materials, sellotape dispensers, pens.

If more gifts needed chocolates and sweet jars to be purchased.

Summer Fayre:

28/06/2024: Sports Day runs: 9:30 – 11:30 and 12:45 – 15:00 with the Summer Fayre over lunch time: 11:30 – 12:45 where children are let out to family members and can enjoy the fayre and a picnic.

Noted we would serve Teas and Coffees during sports day-time as well as over lunch period.

We would have an adult and children's tombola, potentially adults would be 'Win a Bottle'.

Check with Shelley if able to run non-school uniform days for donations.

Potential to have a BBQ lady selling food, Sarah to check cost of this. Also Luca Loves Pizza – date suitability to be checked.

Serve Pimms during Summer Fayre, will need alcohol license – Georgina to look into this.

Potential to mix ourselves, or buy ready mixed cans.

Sell ice lollies.

Discussion around glitter tattoos and hair braids – to be checked with Shelley.

Discussion around cream teas, and Scones and jams also being served by PTA

Helpers needed: Morning: Jemma

Afternoon:

During Summer fayre:

Put this out on PTA WhatsApp group for family volunteers. – Work in shifts so people can spend time with children.

Request for Iceboxes, Gazebos for shade and helpers on class WhatsApp groups.

Raffle Tickets for use at Summer Fayre and other events to be ordered. Raffle prizes being collected for Summer Fayre – business' donating.

Summer Discos and Year 6 Leavers Disco:

12/07/2024 all discos on this date. 3 discos running between 14:00 and 20:30 then clean down required.

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Helpers needed for Year 6 Set up – Balloon Arch and decorations, Food Prep, Photobooth.
Helpers: Georgina, Jemma, Sarah – request more via WhatsApp group.

DJ booked and sweets provided for young children. We will need to supply squash and a packet of crisps.

Year 6 disco, food usually provided, thinking hot dogs, and cheese, on rolls. Potential to have Luca Loves Pizza there – availability and cost to be factored.

Tara noted Year 6 disco clashes with Scout Camp drop off, which is 6pm. Tara to check on this.

Fireworks Night:

Date TBC – Insurance has been organised and Tara onboard as required. Check on St Johns ambulance availability.

Miscellaneous fundraising items / Updates:

Tanworth Gin – Jemma to design a label and questionnaire to be sent to gather insight into uptake. Ask village and parents for pre orders. RRP £39.99 per bottle.

Card Machine has been ordered via Lloyds TSB.

Laura Bailey noted under AOB she works for Capstone Foster Care and they are currently in urgent need for foster careers for children to be placed with, noted current incentive of £3000 paid to the school a person signs up to be a career. Noted staggered payment and checks etc to be done, but all money for the school. Noted she could come and talk to people at Summer Fayre or other events as a stand, also noted information could be circulated in the Newsletter to gain interest and raise awareness. Laura will send over more information we can disseminate.

Noted we should update parents via the newsletter what our total raised is, to ensure people see how beneficial getting involved in these things is.

Sue noted the 'School Library Fund' noted Shelley would need to apply and information has been sent over.

Shelley to be spoken too as could not attend this meeting. Date for the next meeting TBC.