

Thriplow School PTA minutes

Meeting: 9am Friday 3rd May

Attendees

Meghan Bonner (Chair), Helen Joyce (Secretary), Jasmin Osman, Diane Eichelsheim, Emma Hewlett

Apologies

Lucy How (Head Teacher), Dave Aston (Treasurer), Jayne Pashley, Debbie Van Wyck, Karen Clark, Catherine Flanagan, Jess Parkinson

Welcome

MB opened the meeting welcoming the attendees and checked there were no conflicts of interest.

Financial update

DA had sent an update via email prior to the meeting to the core committee. In summary the Daffodil weekend tearoom made a profit of £4,419 and there is now a pot of around £11,000 available to be spent by the school allowing for money which has already been allocated.

PTA committee update

MB gave an update on the progress made with the administration of the PTA and bank signatories.

- MB to complete the Charity commission administration.
- DA to complete the bank signatories.
- MB and DA to write role descriptions in preparation for new committee members.
- MB to complete lists of instructions and contact details for the PTA members to run similar events in the future and collate them in the handbook.
- DA and MB to complete chair and financial report in preparation for the AGM (next meeting)
- MB to organise parent year group reps for next year.

Cornerstone

MB provided the latest update, with the hope that the Cornerstone project will be completed within a few weeks. The PTA core committee have been approving the payments, which include a slight overspend. There is already money allocated and a list of items to kit out the room that the PTA was delighted to see.

- MB to update on a Cornerstone opening event, likely to be in June.
- MB to check the field will be made good by the builders in time for the Solstice party.

Request for PTA funds and support to the school.

MB read the list of requests by staff at the school, including a contribution to a year 6 leavers event, book storage for ANTS, KS2 production costs, school trip contribution.

- All requests made were approved.

Fundraising events

MB gave a debrief of the Daffodil weekend and ran through the next events. The Sawston fun run event is next (12th May). Ticket sales for Solstice party are going well and auction site will be live shortly. Volunteers to run the refreshments at Sports day and the KS2 production have been organised.

- HJ to make sure there is a float and Sum-up machines for the Sawston event.
- There are cups/plates and many other items available for next years' tearoom.
- MB to communicate the plans for a kids disco on Friday 14th June after school, being run by Year 1 parents.
- MB to organise a rota for ice-cream sales.

AOB

- MB to check the PTA pack has gone out to new parents and MB can attend new parents meeting
- EH will follow up with the school about mental health group topics and the PTA are happy to contribute to the cost if the school want to go ahead.

Dates for PTA meetings

- Tuesday 18th June 8pm Zoom (AGM)