

## **Egginton Primary School PTA Meeting Minutes – 17<sup>th</sup> October 2019**

Attendees: Naomi (Chair), Jo (Secretary), Claire (Treasurer), Hayley, Ros, Caroline, Jaclyn, Mr Kitching.

Apologies: Karen, Clare, Lisa.

### Account balance

£4400 + £1900 still to come from the summer fayre.

### Film Night Review

50 children attended.

Squash successfully replaced plastic bottled drinks.

In future 5 helpers are required at 3.20pm for 20 minutes to serve food. Only 2 helpers needed for the remainder of the event.

They were 2 staff in each film room.

### Halloween Disco

Decorations supplied by Mr & Mrs Bradley are complete.

Food preparations have been organised.

Helpers available.

1.45pm start setting up.

Need to leave the hall before 6pm.

Mr Kitching has documented a risk assessment.

48 children signed up.

Kelly providing face paints and hair glitter.

### Paint-a-Pot

Friday 8<sup>th</sup> November during the afternoon at school, 1.30pm start.

Toddler group can be run along side.

Naomi to arrange with the ceramic café in Tutbury.

Parents will be invited to join their children.

Due to the schools insurance and the responsibility that Mr Kitching has, it is agreed this type of event is better run during school hours.

Total of 66 children.

Event to be paid for by the PTA.

### Christmas Fayre

30<sup>th</sup> November.

Sub committee meeting on the 6<sup>th</sup> November at Caroline's house.

Currently have 11 store holders signed up, often have late bookings (15 in total last year).

Caroline paid for hall and will send a receipt to Claire.

Christmas jumper stall agreed, Mr Kitching to ask Lisa to communicate via parentmail.

Agreed there will be no flyers delivered around the village.

Flyers will be provided in church.

Communication will be via Facebook (pta and village).

29<sup>th</sup> November will be a non uniform day in return for bottles and chocolates.

A request will be made for toys and teddies nearer the event.

### Christmas Raffle

Jo to order 1000 tickets.

Naomi to request sponsorship from Chatterbox.

Caroline has vouchers from a Planters @ Bretby and Pilates.

Jo has received a £50 voucher from [www.experiencedays.co.uk](http://www.experiencedays.co.uk)

The PTA are extremely thankful for all donations to the 2919 Christmas raffle.

Ros to provide details for the small society lottery licence.

### Secret Santa

18<sup>th</sup> December.

Claire to buy bags for the children to decorate.

Detail to be discussed at the next PTA meeting.

### Christmas Party

19<sup>th</sup> December.

Santa required at 2.30pm.

Annuals to be organised by Wendy, selection will be via a form on parentmail.

### Christmas fundraiser

Ros has aprons in hand. Coasters also available if aprons are ordered.

A draft picture will be provided alongside order forms on parentmail.

Agreed no spares will be ordered to sell at the Christmas fayre this year.

### Tots group

Request from Mr Kitching to promote this group further as it attracts new children to the school.

Intake for reception 2019 was 4.

### Free Tree Scheme

Jo has secured 8 trees for the front garden that can be collected near the end of November. This includes 6 holly trees to repair the boarder near to the pavement.

### New Lottery Scheme

First draw will take place on 30<sup>th</sup> November.

Purchase tickets at [www.yourschoollottery.co.uk](http://www.yourschoollottery.co.uk)

Jo to provide a paragraph for the October newsletter, leaflet for parentmail and present the scheme at celebration assembly.

### Funding Requests

The new tortoise is settling in at Miss Funnell's house.

£60 for the tortoise and £12 for the thermometer.

### AOB

Jaclyn suggested she can organise CPR training for the children.

Next meeting date – Wednesday 20<sup>th</sup> November, 7pm at school.

December meeting will held at an alternative venue, Clare to investigate the Hilton House.