

PTA MEETING MINUTES

Date of meeting:	Monday 22 nd May 2023 19:00		
Chair of meeting:	Corinne Waters / Vicki Chapman		
Minutes taken by:	Colin Barron with input from Chairs/Treasurer		
Attendees:			
	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;"> Mr Cunningham Dean Malvenan Colin Barron Humayun Zulfiqar </td> <td style="width: 50%; border: none;"> Victoria Chapman Corinne Waters Shelley Boyle Maria Chivite Barron </td> </tr> </table>	Mr Cunningham Dean Malvenan Colin Barron Humayun Zulfiqar	Victoria Chapman Corinne Waters Shelley Boyle Maria Chivite Barron
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Apologies:	No apologies		
Last meeting date:	Monday 17 th April 2023		

MINUTES:

1. Agree notes from previous meeting (17th April 23) and outstanding actions

- All OK from last meeting.

2. Treasurer Update

- Over £1.5k raised in sales from events during April and May. Profits of c.£900 with final few expenses now captured.

PTA P&L: Sept 22 to Oct 23	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Total 22/23
Revenue	-	221	559	942	-	232	174	550	970	200	500	-	4,348
Cost	-	(81)	(314)	(1,076)	(150)	(383)	(110)	(313)	(312)	(650)	(300)	(2,000)	(5,690)
Profit	-	139	245	(134)	(150)	(151)	64	236	659	(450)	200	(2,000)	(1,342)

- Forecasting £700 of sales from upcoming events in June/July, with all proceeds from the coffee morning on Friday 26th May to be donated to support Hannah Roberts in her fight against brain cancer – a previous student at the school who lives in Willington.
- Future funding requests have been forecast above, demonstrating a significant amount of investment in the school for the year to Sept 2023 (over £4.5k funded back into the school).

3. School Lottery

- No update on lottery this time round. All OK.

4. Future Events

- 26th May - Celebration Assembly. Tea and scones. Second hand uniform – **Laura** to organise. **Corinne** to organise food but won't be at the event. Need volunteers. All proceeds to go to Hannah Roberts who is battling brain cancer.

- b. 9th June – Break the rules day – Confirmed.
- c. 30th June – Sports day – refreshments stall by the PTA – to be organised nearer the time.
Need volunteers please...
- d. 1st July – Egginton Summer Fete. PTA liaising with village & Church reps to organise. **Corinne** organising.
- e. 13th July – Summer leavers school disco/ball
 - i. No charge for all children – free event
 - ii. Balloon arch to be ordered and made by **Corinne**
 - iii. Ice Creams to be ordered by **Dean** and stored in freezer day before
 - iv. PTA to fund photographs of leavers (**Dean** to organise at Costco photos online after the event)

5. Funding requests from the school

- Outdoor equipment – put on hold as supporting with investment in IT equipment, school trips and Y6 leavers hoodies / event.

Committed spend:

- Y6 Leavers hoodies £237 incl. VAT.
- Y6 Laser Quest £200
- Cadburys world buses £500
- Reading books TBC – audit of what is in school to happen on 5th June inset day

6. AOB

- PTA Treasurer, **Dean** has confirmed he will step down from role in Sept 2023.
- PTA Chairs, **Corinne** and **Victoria** confirmed they will step down from role in Sept 2023.
- PTA Secretary role currently supported by **Dean**, will need to be considered too.
- Brochure of PTA roles and events delivered in 2022/2023 to be incl. in June intake taster days for perspective new parents joining the school. **Corinne** to organise.

7. Agreed date of June meeting:

It was agreed at the meeting that the next meeting will be held on Monday 26th June 2023 at 19:00hrs. **Dean** to set up the meeting.