

## **Egginton PTA Meeting Minutes – 20<sup>th</sup> November 2020**

Attendees: Claire Bowen      Jo Whitmore      Lisa Pepper  
Shelley Boyle      Ros Farrow      Wendy Slater-Ferguson  
Hayley Marriott      Mr Kitching      Maria Chivite  
Colin Chivite

Apologies: Naomi Wilson

- 1) Previous AGM Minutes – These were circulated via Parentmail prior to the meeting. Claire advised that an amendment is required to the amount reported for the Soup and Pancakes event, she will provide an updated total in due course. No other comments were made.
- 2) Secret Santa – Wendy advised that everything has been purchased. There are environmentally friendly bags for the children to decorate and each class/teachers will have their own stampers for this.
- 3) Annuals – Jo advised that these have all now been purchased. Shelley will help Jo with the wrapping.
- 4) Christmas Party - Mr Kitching confirmed that due to Covid this will have to be more low key and will be in classes rather than being together in the hall. It was questioned if pass the parcel would be required; Mr Kitching confirmed that this would not be appropriate in the circumstances but they will have a think about the possibility of other games. A visit from a special visitor will also be arranged. It was requested for the PTA to provide drinks and sweets for the parties, this request was agreed.
- 5) Christmas Raffle – Although the Christmas Fayre is unable to take place this year it was agreed to still hold a Christmas raffle. It was proposed to make up hampers as prizes. Lisa suggested having dress down day on the 27<sup>th</sup> of November and asking for hamper donations in return. It was

agreed to have a drop off box at the school gates for donations. Shelley will also e-mail Nestle and Sainsbury's to see if they would be willing to donate a prize for the raffle again this year.

It was confirmed that due to COVID the usual practice of printing and selling of tickets isn't possible. Lisa proposed utilising Parentmail for the selling of electronic tickets. Discussions took place regards the cost of the tickets and it was agreed that as the odds of winning are increased this year it would be reasonable to raise the price per ticket from £1 to £2. The raffle will be drawn the last week of term and the prizes will be given to the family associated with the winner.

6) Funding Requests – There were three main funding requests from school as follows;

- a) Derwent Class have asked for additional headphones for listening to stories on the Ipad – 6 pairs at a total cost of £69.
- b) The purchase of Personal, Social and Health Education (PSHE) books – total of £100
- c) The purchase of good quality aprons for the KS2 classes for when doing activities such as artwork and clay – 25 aprons at a total cost of £173.

All funding requests were agreed.

7) Any Other Business

- a) It was questioned if the school would like the PTA to purchase and supply Christmas crackers again this year. There was discussion around this in relation to it being Covid safe, Mr Kitching confirmed he would give further consideration to this.
- b) Claire questioned if anyone recalled an Elaine Morgan as she had found a receipt from December last year. It was confirmed that Elaine is the Florist who ran the wreath making session.

c) Claire confirmed that for now she was happy to retain all of the treasury information and arrange to do a full hand over to Hayley after lockdown. After a short discussion, it was agreed that due to the uncertainty surrounding the end of lockdown and the urgent need to get the PTA account sorted out, it would be better for the Treasury paperwork to be passed over to Hayley as soon as possible. Claire and Hayley will work together regards this. It was also confirmed that Ros and Caroline need to be removed as signatories and Hayley, Claire and Shelley added. Claire noted frustration that she has previously tried to update the account details and signatories on several occasions without success. It was noted that at present this will be even more challenging due to lockdown. Claire and Hayley will look into this further and look at the possibility of closing the current account and opening a new one.

**8) Next Meeting – Wednesday 9<sup>th</sup> December 2020 at 7.00pm**