

PTA MEETING MINUTES

Date of meeting:	Tuesday 16 th January 2024 19:00
Chair of meeting:	Claire Bowen
Minutes taken by:	Zoe Sample
Attendees:	
	Mr Cunningham Zoe Sample Maria Chivite Barron Claire Bowen Steph Burdon Kev Mills
Apologies:	Rhia Fearn, Jo Whitmore, Becca Lynch, Kiran Sanghera
Last meeting date:	Tuesday 14 th November 2023

MINUTES:

1. Outstanding actions from previous meeting

Martyn Ford has agreed to £1000 funding
Project information put forward for £1000 budget
£700 – books for reading scheme
£300 – Outdoor chalk board and display board
Waiting to hear update from Martyn

2. Treasurer Update – Christmas Fayre

£582.59 of sales plus an additional £10 of tokens sold but not spent = £592.59
Minus Expenses = £449.95 profit
Celebration Assembly raised - £74.60
Total raised over Christmas = £524.55
Bank account total stands at £3860.00

3. Christmas Fayre Review

Payments

£90 of tokens taken which is a positive
Tokens another form of currency to be taken into account when banking.
Tokens not to be given as change on stalls for future events – could cause issues.
Decision to be made and agreed on if using tokens at future events.
Card reader had Wifi problem connecting to phones, plans for future events are to take card transactions on phones using QR code.
QR code posters could be put up at stalls to make payments

Stall Review

Candy canes big success, next time to be put on a bigger scale.
Sprout stall not many participants not to be done next year.

Jingle Bell stall not to do next year.

Outside Grotto success, next year to include a Santa visit and outdoor cinema projector running on going.

Alcoholic refreshments were a success, to consider increasing price for next event.

To include a raffle for next year

Food Vendor outside or pizzas and hot dogs to be done in the kitchen.

Weekend and later finish time to be considered next year to keep event on till later to bring villagers in.

Possibility of WI and PTA wreath making Christmas event 1st December, mince pies and mulled wine as part of ticket entrance.

Volunteers will be needed for foraging, advertising and refreshments.

4. School Funding Requests

Remaining funding for books £700 – money from Martins funding budget, will be needed before 1st April

Hatching of Chicks - £260.00 to be paid by PTA

5. Future Events

Valentines Disco

Mr Cunningham away on Thursday 15th

Whats App poll for volunteers Monday 12th and Thursday 15th

£3 same as Halloween disco

Easter Bingo

After School Friday 22nd March – TBC

Dress down Wednesday 20th March in exchange for Easter eggs/chocolate

Film Night

April Thursday after school – Popcorn and drink in hall (easier to sweep up popcorn mess)

Summer BBQ could combine with plant sale and sports day, hot dogs and refreshments.

Plants could be sold afterschool at pick up.

6. Other Business

Plaque to be made with names – Steph looking into this.

Agreed date and time of next meeting 4th March – 7:00pm location TBC

