

## Egginton PTA AGM & Meeting Minutes – 19<sup>th</sup> September 2023 – 7pm

Attendees: Claire Bowen, Jason Cunningham, Marcus Ensby, Stephanie Burdon, Kev Mills, Zoe Sample, Ewa Koslowska, James Popejoy, Kiran Sanghera, Rhia Fearn, Lisa Pepper, Becca Lynch, Jo Ensby

Apologies: Dean Malvenan, Corinne Waters, Vicki Chapman

### 1) Apologies & Welcome

Mr Cunningham thanked everyone for attending the meeting and said that he was delighted to see such a good turnout and lovely to see a number of new members.

### 2) Current Chairs Report

Corinne Waters, current chair, was unable to be at the meeting but had provided a comprehensive chair's report which provided an overview of the activities of the PTA for the past year. The report had been distributed to parents before the meeting, Mr Cunningham read through the highlights and it was agreed by all to have been an extremely productive and profitable twelve months.

### 3) Current Treasurers Report

Dean Malvenan, current treasurer, was unable to attend the meeting but had sent the following information: there were 22 event themes during the year which raised revenue of £8,023 - £5,200 of which was invested back in to the school – items funded included a new smartboard, a visiting Pantomime at Christmas and help with bus costs to enable the school to go on several trips at a reasonable cost to parents. The balance in the account remains at around £4,500 and a full treasurers report will be circulated following the meeting.

### 4) Election of Officers

As all the current PTA committee members had advised that they would be standing down at the meeting, all three main committee roles were vacant. Before the election of officers began, there was a

discussion about the committee roles and the question was asked if there could be more than one person responsible for each role. It was decided that up to two people could be elected for each role and that going forward it would be a good idea to split the tasks involved in the committee roles and also allocate one or more members of the PTA to organise and oversee each of the events throughout the year in an effort to share out the workload involved. After discussion, the following nominations were agreed:

Role	Name	Name	Nominated by	Seconded By
Chair	Claire Bowen	Rhia Fearn	Kev Mills	Steph Burdon
Treasurer	Kev Mills	Supported by Dean Malvenan	Claire Bowen	Rhia Fearn
Secretary	Zoe Sample	Supported by Kiran Sanghera	Claire Bowen	Becca Lynch

Following the election of officers, Claire Bowen thanked the outgoing committee for their hard work over the last school year and it was agreed that it would be difficult to match what was achieved last year in the first year with a new committee and members. She also thanked Steph Burdon for her amazing work in obtaining funding and transforming the school garden over the summer holiday, and also Faye Russell who was actively involved in arranging funding and materials for not only the school garden make over but also the school allotment. Steph Burdon agreed that she was happy to oversee both the school garden and allotment going forward.

#### 5) Minutes from previous meeting on 26<sup>th</sup> June 2023

Mr Cunningham ran briefly through the minutes from the previous meeting. There were two outstanding items:

a) Reading books – it had been agreed previously that the PTA would fund £1200 to cover the purchase of a set of guided reading books that were required to implement a new reading program in school which was needed following the OFSTED visit in May. It was discovered that more books were needed to complete the full program and the final cost was £1944.82. As the books were

purchased late in the academic year the invoice had not yet been sent to the PTA Treasurer. Lisa Pepper to forward the invoice asap and the remainder of the cost would be put forward as a spending request at the next meeting.

b) Councillor Martin Ford had previously promised some funding support for the school to Corrine Waters. It was agreed to ask Corinne or Faye Russell (who knows Martin Ford) to chase this.

#### 6) Head Teacher's Plans for the Future

Mr Cunningham outlined his plans for enhancing the outdoor play area which included an outdoor building in the bottom left corner of the playground. At a cost of approx. £12,000, this could be used for various different purposes including a library, teaching space, music lessons and somewhere for children to read or swap cards etc at lunchtime if they don't want to run around. As well as a building, there would be a shelter attached to the building which would provide some shade for the children during the summer months. Andy Farrow (Chair of Governors) is involved in this project along with the Governing body. The PTA may be approached for assistance with both fundraising and labour once this project gets underway.

#### 7) Funding Requests

a) Chicks – the school would like to have a live chick experience – 10 eggs are delivered to school in an incubator and the children get to watch them hatch. Cost - £245

b) Mr Cunningham would like to put some more outdoor display boards up around school at a cost of £220 each. Eva Koslowska to check with her company if they are able to fabricate and donate said boards.

#### 8) School Lottery Update

Jo Whitmore is currently running the school lottery. Claire Bowen to check that she is happy to continue running it and it was agreed that it needed a push to promote – flyer to parents, social media were suggested.

9) Discussions including Housekeeping items, Fundraising events and ways to raise school profile

- a) Kev Mills noted that the signatories needed changing on the PTA bank account – Claire Bowen said that there had been problems with Natwest regarding this in the past and it might be better to move to a different provider. It was agreed to put the four committee members on to the account, starting with Kev Mills, and see how it went. Dean Malvenan had offered to support the new treasurer for a period of time and also to sort out the paperwork to re-gain charity status for the PTA. It was agreed that this would be really helpful – Thank you Dean.
- b) It was suggested that signs be put up around the entrances to the village to make people aware that the school is here. Mr Cunningham said that the school had already approached Derbyshire County Council and they had said no. It was noted that an advertising banner had already been put up on the Ashgrove Lane entrance to the village, so could the same be done for school – Mr Cunningham confirmed that the Governors would look in to this.
- c) Once the fundraising is underway for the outdoor building, it was suggested that Tesco could be asked to include Egginton Primary as one of the choices on their charity fund raising platform (blue tokens). This would also help to raise the profile of the school.
- d) A new parent suggested Easter Bingo as a good fundraiser – school would hold a non-uniform day in lieu of easter eggs which could then be used as the bingo prizes at the event. This had been done at their previous school and was very successful – it was agreed that as a new event this sounded fun and was a good idea.
- e) There was a discussion around forms of communication from the PTA – it was agreed that the main one should be through school using Parentmail as it would reach all parents. There is also a Facebook page where events are publicised and requests for help are posted and a WhatsApp group where support is also requested and finer details of events can be decided. It was agreed that a new WhatsApp group would be set up and a form was passed around for parents to add their contact numbers if they wished.

f) Halloween Disco – it was agreed that a Halloween Disco would be held on Thursday 26<sup>th</sup> October 3.20pm-4.30pm. Claire Bowen to ask Andy Farrow to provide the disco and lights. Zoe Sample to send a poster to the school office to go out parents along with consent for face painting/glitter tattoos. It was suggested that in the future a sub-committee could be set up for larger events to discuss finer details.

10) Christmas Events

- a) Mrs Pepper confirmed that the Christmas Cards were already underway and would be going out to parents on Monday 25<sup>th</sup> September with a deadline of returning to school of Monday 2<sup>nd</sup> October.
- b) PTA presents from Santa – All children get a gift from Santa at the Christmas Party – options last year were an annual or a stationery set. Claire Bowen to approach Jo Whitmore to confirm if she is happy to organise again.
- c) Secret Santa, Raffle, Christmas Fayre and Christmas Fundraiser to be discussed at next meeting.

**Next Meeting – 17<sup>th</sup> October 2023 7pm at School.**