

# PTA MEETING MINUTES

Date of meeting:	Wednesday 16 <sup>th</sup> October 2024 19:00
Chair of meeting:	Claire Bowen
Minutes taken by:	Zoe Sample
Attendees:	
	Mr Cunningham Claire Bowen (PTA Chair Person) Zoe Sample (PTA Secretary) Maria Chivite Barron Stephanie Burdon (Co-Chair Person) Kevin Mills (PTA Treasurer) Maria Chivite Barron Eva Kozłowska Marcus Ensby Rebecca Garlic – Via Zoom Kiran Sanghera – Via Zoom
Apologies:	
Last meeting date:	Wednesday 18 <sup>th</sup> September 2024

## MINUTES:

### 1. Outstanding actions from previous meeting

Donation Plaque – List of names passed onto Stephanie Burdon to create the donation plaque.

### 2. AGM –Chair and Treasurer Reports from the last year

Chairs report 2023/24 read out by the Chair person Claire Bowen

Treasurer report 2024 read out by the treasurer Kevin Mills

### Welcome to new members and Thank yous

Chair person welcoming members and thank you to committee members Rhia and Kevin Mills for all their support over the last year.

Thank you to Jo Whitmore for continuing the School lottery.

Further thanks to many donations received over the last year from winners of the lottery.

Thank you to Steph Burdon for the work on the garden

### 3. AGM – Election of Officers and Trustees of the Committee

Election of Chair person – Stephanie Burdon nominate Claire Bowden and second by Mr Cunningham

Election of Co-Chair person – Claire Bowen nominates Stephanie Burdon second by Maria Chivite Barron

Election of Secretary – Claire Bowen nominates Zoe Sample second by Eva Kozłowska

Election of Treasurer – Stephanie Burdon nominates Eva Kozłowska second by Claire Bowen

### 4. Fundraising Events for the coming term

### **Halloween Disco Thursday 24<sup>th</sup> October**

Have volunteers for set up  
Lighting and Sound from Andy  
Claire purchased sweets and cups  
Glitter tattoos and colouring pens ready  
Colouring sheets from Colin Barron

### **Coffee Morning Friday 25<sup>th</sup> October**

Claire Bowen and Zoe Sample setting up and tidying up  
Croissants, milk and coffee to be purchased  
Sign up sheets for new parents to sign up to be on the PTA whatsapp group.  
To create a whatsapp group for each class to help with communication for all parents, QR codes to be put out

## **5. Future Fundraising Events**

### **Christmas Fayre Friday 6<sup>th</sup> December**

Would like to include a Santa at the outside grotto, to help bring foot flow through to the garden.  
Tickets to be purchased inside to see Santa in the garden grotto, selection boxes as gifts.  
Hot dog sausages can be purchased and simple to keep warm.  
Dress down day Thursday 5<sup>th</sup> December.  
Mr Cunningham to put suggestion forward to the teachers to create a decoration instead of a calendar.  
Stalls; Tombola lucky dip, Ski Ball, refreshments, mulled wine, baileys, cakes and second-hand toy stall.

## **6. Funding Requests**

Christmas crackers  
Sweet bags for the pantomime trip.  
Mr Cunningham to enquire about pass the parcel  
Santas gifts options been put out on parent mail, Becca Lynch to purchase and wrap

Rachel Bailey mentioned the Etwall Well dressing funding, Mr Cunningham applied to become a beneficiary and Claire Bowen presented a 10 minute presentation on the evening of the voting. We were successful along with three other charities.

Claire Bowen has started application for blue coin to ask funding for the outdoor library, need a copy of signed planning approval from Mr Cunningham.

### **Library**

Mr Cunningham meeting with chair of governors, will know more after the meeting on the project approval.

## **7. Other Business**

Surplus £5,000 to be decided on what to approve ideas are on garden, playground, mud kitchen.  
Extending garden outside over two entrances to garden and children will be able to see garden from the classroom.  
Steph mentioned putting us forward at her work, Rolls Royce community project where staff can come and help with labour.

Stephanie Burdon raised moving the school allotment to the school garden.  
Will allow children to have more interaction and benefit being on site.  
It is hard to keep the upkeep of the allotment not enough volunteers to use the space.

**The next PTA meeting will be taking place on Wednesday 20<sup>th</sup> November**

