

## PTA Minutes Tuesday 20<sup>th</sup> September 2022

**Present:** Ruth Relfe, Rachel Hargrave, Catherine Parker, Sophie French, Zoe Scotton, Suzie Day, Natalie Timson

**Apologies:** Sam McKenzie, Ingrid Dutch, Katie Laurie, Sophie Williams, Jo Mazza, Becky Vidler-Green, Lisa Humphrey, Tanya Bennett

### Welcome

Ruth welcomed new Year R parent and everyone introduced themselves.

### Lucky Lotto Winner July (Rachel/Suzie)

Suzie reported that Maxine Wyld, Number 34, won the July lotto and was notified and paid last term.

### Later Summer Festival Feedback – Sub Committee

Several members of the PTA reported that the late summer festival had great feedback from other parents who came on Saturday. The feedback included the great music, atmosphere, good pocket money stalls for children. Rachel read an email from Charlotte Little expressing her positive comments and 'well done' to the PTA and also from Katie Laurie suggesting no chocolate in clear sweet bags next year. Ruth said the food vendors said they would all come back next year but the ice cream van would only allocate one van unless hot. Ruth said thank you to Chris for the loan of the huge igloo box. Variations on food vans were discussed with possibilities of fish and chips, pulled pork, pizza and also maybe inviting the Samba band again plus Marlon and the school choir. There were a great number of Year 6 who volunteered and have since been sent an email of thanks via the office however a review of the system how they sign in and out needs to happen before the next event as a few wandered away from their stalls and were relocated! More small prizes were needed for the stalls. Duncan's Swim school also needs informing about gate closure times before the next event so he can let his customers know. Unfortunately, it was also reported that some of the donations for the barrel of booze had past their expiry date. Suzie reported a profit of £2650.

### Actions:

Suzie to contact Alex Knight for board payment

Sophie to buy additional gift for barrel of booze winner

Next summer's committee – check dates on barrel donation, purchase more prizes for stalls, review Y6 arrangements, arrange vinyl banner to advertise on school fence,

Zoe to post 'Thank you' on social media

### Lucky Lotto - Starting Oct (Rachel/Suzie)

Rachel and Suzie have updated the letter and it's ready to go out. Lotto will run October to July with letter explaining how to enter and how prize works.

### Actions:

Rachel to send to office and put in newsletter

Suzie to ask Becky V-G to create a poster for the advertising board

### Christmas Cards – October (Ruth)

Information and packs are in school.

### Action:

Rachel to confirm arrangements with Ingrid are in place

### Disco - 11<sup>th</sup> November

Following discussion, the following actions were agreed

#### Actions:

- Rachel to email/ newsletter asking for helpers
- Sophie to coordinate second slot
- Sophie to buy and organise novelties
- Tanya to do a Bookers sweet run
- Catherine and Rachel can set up hall before disco
- Rachel to ask school which Year group teachers will be present

### Prostrike – Friday 25<sup>th</sup> November (Jo)

#### Actions:

- Jo to send packs into school 1<sup>st</sup> November
- Jo to send advertising to Zoe for social media

### Christmas Fair - 11am – 2pm 26<sup>th</sup> November (Ruth)

Following discussions about this event the following was decided

#### Actions:

- Ruth and Sophie to sort food and drink vendors
- Rachel to request stall holder applications
- Ruth to confirm Toby and Anna can provide grotto etc
- Someone to volunteer to co-ordinate this event needed

### Christmas Gifts to Parents (Sam)

Sam happy to coordinate and do most of the shopping for this event. Some gifts from last year are in PTA cupboard and shed and need checking to add to this year's stock.

#### Actions:

- Sam to source enough gifts
- All - Wrapping to be organised
- Dates from school and Sam to be confirmed
- Rachel to compile letter to send to parents

### Future Event Ideas

- Mothers and Others – a new gift idea to be explored
- Donuts and Dads to continue

### AOB

Suzie reported that Amazon Smile raised £73.42 for April, May and June.

#### Action:

- Rachel - information on how to sign up to be sent out again.

Meeting ended 9.50pm

Next meeting date: Thursday 13<sup>th</sup> October