

PTA Meeting - Monday 21st October 2019

Present

Jenni Smith (Chair)
Sejal Brahmbhatt (Vice Chair)
Louise Taylor (Secretary)
Lisa Sut-Fun Yip (Vice Secretary)
Preeti Kika (Treasurer)
Julie Barker (Vice Treasurer)
Ria Sharpe
Kate Sheppard
Hannah Surtees
Mrs. Sharpe
Mrs. Bramley

Apologies

Sonal
Sam Branston

1. Welcome

Welcome everyone to the meeting and apologies noted.

2. Autumn Fair

£2,983.23 raised after expenses this year, £355 more than last year. This is a fantastic amount, however, it is still down by as much as £1,000 when comparing to previous years. It was noted that maybe next year we should contact local newspapers, Syston Town News/Thurmaston Times, to ask for an advert to be placed and to push it further on Facebook. We will also look at the possibility of changing some of the stalls and activities to make it more appealing to all age groups and possibly asking the School Council for their feedback/input. If the timing of the event was looked at we could also look into the possibility of serving more hot food (burgers, hot dogs, jacket potatoes). It was also noted that maybe the date of the event should be looked at as the weather can massively affect the event and in the last couple of years there have been other local events on the same day.

3. Halloween Disco prep

We discussed a way of making entry to the disco more efficient to alleviate the queues and Mrs. Bramley was to find out if it is possible for the office to produce a class by class

list of pupils or possibly issue a slip to be completed by parents and handed in on entry. The list could then be used when children leave the disco.

It was asked if siblings that do not attend the school are able to attend the disco. It was confirmed that the disco is for school pupils only. Louise to send a reminder to parents that are intending to stay at the disco not to bring siblings.

All helpers allocated roles for the night.

4. Christmas Plays, Secret Santa, Selection Boxes

We discussed the photo's and video's. We have already sent a request via WhatsApp groups and Newsletter for someone to do this but we haven't received a reply. Louise to request again in Newsletter. Preeti said that her husband may be able to film the plays and Ria mentioned a man in Syston that may be able to edit and produce the video's. There will be a hamper raffle at each performance which generally raises around £300.

We discussed the idea of a Secret Santa which would be no more than £2 each. A non-food product. Louise to mention in next Newsletter. To be discussed further at next meeting.

Julie mentioned that Christmas parties have not yet been arranged. Mrs. Bramley mentioned that rather than paying for a magician or something similar we could hold party's for KS1 and KS2 in the village hall and maybe incorporate Secret Santa and PTA selection boxes to be given out by Santa. KS1 party to be held on the morning of 20/12/19, KS2 party to be held on the morning of 19/12/19.

Selection boxes were discussed. We need to arrange with Adele to purchase these from Tesco and also for them to be wrapped and labelled. We need to speak to the office to find out if there are any children with intolerances. We are to also be purchase for Pre-School this year.

5. Christmas Cards

Kate confirmed that all Christmas cards have been ordered.

6. Contributions from PTA - Plan going forward

See AOB

7. Calendar of Events

Kate handed over a list of events that usually take place throughout the academic year. Julie mentioned that the Village Hall has been booked for 24th January 2020 for a movie night. We need to discuss further whether this would be used for a movie night or something similar. Julie also confirmed that all dates required for events are booked at the Village Hall up until Leavers Disco on 3rd July, nothing has been booked beyond that date. All dates need looking at for next academic year and booked. To be discussed further at the next PTA meeting.

8. Bank mandate and digital banking

Jenni, Preeti, Sejal, Lisa and Louise all signed a bank mandate to allow the signing of cheques. All need to take photo id and utility bill to HSBC Loughborough. Julie and Preeti have been looking at digital banking, however, with HSBC there is only one administrator required whereas two signatures are required for cheques. It is not ideal for one person to have that responsibility. Julie will check with the bank again to see if this has changed but Preeti is looking into potentially changing to a different bank where two signatories would be required to action digital payments.

9. Teacher Requests

No teacher requests at this time.

10. AOB

Mrs. Bramley mentioned that Priya would be happy to judge a Bake-Off. Maybe for Christmas whereby parents and children would bake a cake/bread together and decorate. The bakes would not be tasted but judged on their decoration and Priya would be happy to judge. Jenni thought that Spring Coffee Morning would be a better opportunity for this with maybe a Spring, Mother's Day or Easter theme. The bakes could then be sold at Spring Coffee Morning. Mrs. Bramley will keep in contact with Priya and Jenni. Jenni asked if Spring Coffee Morning is only open to parents or to the public also. It was confirmed that it is usually parents, friends and family but it could be opened up to the general public. Both topics to be discussed again.

Clarification of dress - Jeans for Genes on Friday 25th October. Email to be sent to parents.

Children in Need - It was discussed that maybe instead of just spotty clothes we could look at the idea of colour clash. Mrs. Sharpe to discuss with teachers.

Julie confirmed the bank balance at present is £8,121.53. We are annually committed to a spend of £4,375. Other committed spending, including Harry Potter visit etc is around £2,000. We generally spend annually up to £1,500 on class expenses/teacher requests, £200 church donation, £300 for class parties, £200 on hampers and selection boxes, £120 on Easter eggs, £400 on leavers hoodies, £105 PTA subscription, £250 school garden contribution, £500 on hymn books, £200 on recorders, £600 for engraving of trophies. It was discussed that we need to look at the price of hymn books and engraving as it does seem excessive.

11. Next meeting

The next meeting will be held on 25th November 2019 at 6pm at The Malt Shovel.

