

PTA AGM 23/09

ATTENDEES

Karen Helsdon
Paul Barker
Will Robinson
Charlotte White
Alice Taylor
Nikki Belbin
Angela Carter
Kerri Culver
Laura Skeates
Beth Trenchard
Magda Junqueira

AGENDA

Action items are written in red.

Voting for officers of the committee:

1. New Chair person: Paul Barker – nominated by Angela Carter and second by Karen Helsdon
2. New Vice Chair: None nominated
3. New Treasurer: Will Robinson – nominated by Angela Carter and second by Karen Helsdon
4. New Secretary: Magda Junqueira – nominated by Angela Carter and second by Karen Helsdon

Previous meeting actions:

- Howden Insurance deal – this is now live, we will ask the schools to send out a reminder email 2 weeks before the end of term. **Person responsible for this action is TBC.**

- Refreshments – all left over refreshments were sold or donated to ACE
- Storage container clear out – Date for handover and clear out TBC, a message will be sent out on WhatsApp requesting volunteers. Paul, Angela and Magda plus any additional volunteers.

Upcoming Events:

- Break the rules day – 16th October
 - Charlotte to create poster
- Junior School Disco – 20th October – 17:30 – 19:00 – £5 entry fee paid via Scopay
 - Silent Disco – Kayley will request a quote for the headsets.
 - Refreshments – PomBears and squash/water – 50p per item – Crisps to be purchased TBC
 - Disco lights to be borrowed from John Hanson – Angela to coordinate
 - PTA volunteers to help on the night – message to be sent to WhatsApp groups
 - Charlotte will create the poster and Nikki will post on Facebook to promote.
 - Hannah, Gemma and Kayley will lead the event.
- Infants School Glow Party – 22nd October – 16:30 – 17:30 – £3.50 prepaid or £4 at the door pad via Scopay
 - There will be no snacks only squash and water
 - Glow sticks to be bought by the PTA
 - Charlotte to create the poster
- Christmas Fayre – 4th December – 15:30 – 17:00
 - Set up on the day from 2pm – message to be sent to WhatsApp groups requesting volunteers
 - Event meeting will take place on the 8th October at 6pm at the Junior's School
 - Purchase embossed tokens to use at events – these will be pre-bought before the event.
 - Charlotte to create poster
- Santa's Grotto – Will be separate from the Christmas Fayre but date TBC
- Summer term ideas:
 - Summer Fayre:

- Sell raffle tickets ahead of time - **licensing to be coordinated ASAP**
- Look into fund matching with local businesses
- School Discos:
 - Potentially move the summer discos to Easter time after SATs
 - Have Y2s join the Junior School Disco as a “transition” Disco and make the Infants Disco a smaller event

Other Items:

- Junior School to send the PTA the new allergy policy
- Core PTA Committee to join the Junior school staff for anaphylaxis training
- Send reminder emails of Amazon cash-back for Anton.

Items for next meeting:

- Finance Statements
- Selection of following representatives:
 - Auditors
 - Charity Trustees
 - Bank Signatories
 - Lottery promoter, license and returns
 - Grand Draw Raffle Organiser
- Go through calendar of events

Committee meeting dates:

- Thursday 12th November 2026
- Wednesday 13th January 2027
- Wednesday 3rd March 2027
- Wednesday 5th May 2027
- Wednesday 23rd June 2027