

**Registered Charity No 1041263**  
**PTA Meeting 8pm 15-01-20**

**In attendance:**

Andy Scott (AS) (Chair)	Hannah Lyon (HL)	Lorraine De Brun
Paul Alford (PA) (Head)	Alice Gibson (AG)	Rob Lawrence
Karen Barber (KB) (Vice Chair)	Kelly Cheek (KJ)	

**Apologies:**

Michelle Biggs	Nicola Lawrence (Secretary)	Lisa James (LJ)
Claire Scott	Adrian Phipps (Treasurer)	

**Chairperson Report:**

The Chair thanked the organising committee for the successful Christmas Fayre which again had a great turn out and revenue was strong. The aim tonight would be to identify the new events to plan for the remainder of the school year in the run up to the pig roast in the summer

**Headteacher Report:**

Last term was a very busy and productive term. As a school, we have been further developing Mastery in maths and a parent's session will be held next half term to provide more information in how we use this to develop children's learning. We have also been developing the wider curriculum to ensure there is clear progress across the school and that it meets the needs of all our pupils. More information can be found on our website. Again, there will be a parent session after half term.

The EYFS and Key Stage 1 Nativity Hey Ewe was a real highlight. The children performed amazingly and it was a fantastic part of the festive period.

Phase Two of Trudi's Library is nearing completion with the children enjoying sitting in the cosy corner. It is open up every lunchtime for Key Stage One and four lunchtimes (including its use for choir) for Key Stage Two.

My thanks to everyone who made the Christmas fayre so successful. It was a really enjoyable evening and it was fantastic to see so many people supporting the school.

The Headteacher indicated that future requests for funding are likely to include a request to assist with costs around the third phase of the library development. He also identified two areas where the school would like to request immediate funding, these were addressed as part of Any Other Business, below.

The Headteacher concluded by making a plea to parents for those who can help with some basic building work around the steps to the new library.

**Treasurer's Report:**

The Chair reviewed the treasurer report and noted a strong current financial position for the school to draw from.

The Chair took an action to review the statement regarding which revenue section the “Merry Go Round” funding was placed in.

See appendix for the latest statement of accounts

### **Matters arising from previous meeting:**

#### **Xmas Fayre**

As indicated in the accounts this major event in the Autumn Term event raised more than £1400. Feedback received has been positive; the accuracy regarding provision of supplies made this a very efficient event with very little waste and maximised profit.

#### **Film/Disco**

In lieu of a film night this term a parent has offered to perform a children’s’ disco gratis. Since the meeting this has been agreed for Friday 28 February. LJ has offered to help run the event on the night. Following discussion regarding how to split the event into two (for EY/KS1 and KS2) and pricing, the following was proposed:

- 3-4.45pm EY/KS1: £4/ticket to include a drink and snack, provided in a dedicated break
- 4.45-6pm KS2: £3/ticket with children able to purchase drinks/snacks from a tuckshop
- A discount of £1 on the price of third/fourth tickets for those families with more than 2 children attending
- Permission slips are to be returned by Thurs 13th Feb

The proposal to run the event as described was proposed (KB), seconded (KC) and passed. Lisa James has kindly prepared the permission slips for this event ready to share.

#### **Possible fundraising event shared with other village charities**

RL thanked those who’d expressed interest in getting involved with this at the last meeting. There had been a positive response on behalf of both the Marsh Gibbon Village Hall committee and the Marsh Gibbon Pre-School Committee. However, regrettably insufficient progress was made last term to get an event running in February as hoped. He and KC are due to pick up conversations with both groups in the coming weeks to establish whether this idea can be reconsidered for this time next year (see also entry within Any Other Business); both charities remain keen.

#### **Blackboard**

PA confirmed that the PTA-funded blackboard to promote events has been replaced and was installed prior to 15 January.

KB to request Michelle Biggs to assist in final prep of the board.

#### **Outdoor Power Sockets**

The main annual PTA fundraising event requires mains power to be available for events and entertainment on the school playing field. Previously the parent of a former pupil has been able to rig the power supply on the morning of the event; he has now left the locality. Consequently, a new solution is required. PA has been attempting to get quotes to provide a permanent mains supply to the field area. PA explained that these efforts are continuing.

#### **Parent fundraising information sheet**

This concerns the previous proposal for there to be a 2-sided A4 reference sheet, distributed both in book bags and via ParentMail, for parents of every pupil which lists ongoing and upcoming PTA fundraising efforts and class contacts etc. LJ is finalising a draft that will be shared in late January.

**Summer event: Pig Roast**

KB is overseeing organisation. She confirmed that it will take place on Friday 10 July. She is in the process of sourcing entertainment.

**Fund Raising Ideas / Dates 2019/20****Mufti World Book Day**

Although not a PTA fundraiser, the date is noted as Thursday 5 March.

**Disco/Film Night**

See earlier entry; Friday 28 February.

**Pig Roast**

See earlier entry; Friday 10 July.

**Sports Day Cafe**

PA will advise once this has been set, but did say it will be will be before the date of the Pig Roast.

**Any other Business****School request to draw on funds: dance costumes**

On behalf of a teacher, PA requested £200 for dance costumes for pupils. The release of funds was proposed (AG), seconded (KB) and passed.

**School request to draw on funds: smartboards**

PA explained that the smartboards used in each classroom are getting towards the end of their lives. In the next year or two, five of the total seven boards will need replacing. Foxes and Eagles classrooms came fitted out more recently and were not yet needed to be replaced. He explained that the school's funding would not cover the full amount required to buy new smartboards. The school would like to begin replacing the boards as soon as possible, and is requesting the PTA commits a proportion of the cost before the end of the financial year (beginning of April). The school's plan is to replace the boards in two tranches, with the boards for the first 3 year groups now, and the smartboards in the classrooms of the following two year groups next academic year.

PA explained that the total cost to the school of replacing the first three smartboards is approximately £6500; of which the school was seeking the PTA to contribute £5000 of funds and the school providing the remaining funds.

In the ensuing discussion PA briefly explained the limited budgets available to the school; AS also outlined that once recurring funded items (e.g. Year 6 trip contribution, dance costumes etc.) were accounted for, the PTA could expect its balance to increase by about £5000 annually and that an annual £5000 outlay ought to be sustainable. He made the point that he wanted to see revenues spent on improving the school, not sitting in a bank.

That £5000 be given to the school for three smartboards was proposed (KC), seconded (AG) and passed.

### **Additional fundraising ideas: Spring Term**

A two-part fundraiser for the second half of Spring Term was discussed.

The first part involves a tube of Smarties being sent home with each pupil before the half term holiday with the request that these are returned full of coins by Friday 20 March. The class that (pro rata) raises the most money will be able to choose one of a number of treats approved by the head.

The second part of the fundraiser is likely to be based around an Easter egg theme to take place in school. Since the meeting the initial communications have gone to parents via ParentMail.

The Easter Egg hunt is to be a free to children event with a budget set aside of up to £50.

### **Additional fundraising ideas: future**

The update on a future shared event (above) was the catalyst for a wider discussion about future fundraising opportunities. A number of ideas were outlined with a view to returning to at a future meeting including:

- A beetle drive for parents and pupils (with money to be made on admission and drinks etc)
- A drinks evening for parents (with money to be made principally on the bar take).
- A biannual food/drink evening to include silent auction (it was noted that one primary locally has apparently raised approx. £30k biennially doing this, mostly through the auction/bar!)
- A sponsored short run for children (with funds raised from sponsorship and food/drink afterwards).

The first half of the Autumn Term (i.e. mid-September) and the first half of the Spring Term (i.e. February 2021) were identified as good times to aim to run a couple of these events, possibly in conjunction with the other village charities mentioned above, depending on interest.

Appetite was expressed for ideas for further fundraising initiatives – particularly where outlay/overheads can be minimised and the return/effort ratio makes the organisation worthwhile. There was also appetite from parents who can help out to make these fundraising events happen. AS is always happy to hear ideas and any offers of help from parents and grandparents.

### **Query regarding mention of community group in future newsletter**

On inquiry from a parent, PA confirmed that he was happy to mention opportunities for younger pupils to join a local community group in a future newsletter.

The meeting closed at 9pm

Next meeting: 7.45 for 8pm: Wednesday 29 April
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### **Appendix: Statement of Accounts (attached)**