

PTA Meeting Minutes

Wednesday 12th October 2022
3.30pm at Holland Haven Primary School

Attendees:

Heidi Griggs (HG), Sue Bardetti (SB), Sam Cook (SN), Steph Croot (SC), Caris Franklin (CF), Shannon Irwin (SI), Danielle Markham (DM), Stephen Andrews (SA), Sam Windsor (SW), Richard Wigley (RW), Kayleigh Hood (KH), Hollie Herbert (HH), Neale Herbert (NH), Hayley Owen (HO), Tom Anderson (TA)

1. Apologies

Wendy Penn (WP), Gee Steele (GS), Gabrielle Will (GW), Chelsey Elliot (CE)

2. Chair Report

Thank you all for staying for this part of the meeting tonight. I shall try to keep it as short as I can. We can do this meeting due to having a committee willing to remain for another year. Thank you and welcome to our new members/volunteers.

3. Treasurers Report

SN and SC are now signatories, we have received £200 compensation from NatWest as it took several months to complete this action. We are now in the process of removing old signatories from the account. Once this has been done, we will be looking into online banking and possibly the use of a card payment machine for big events.

Accounts to date –

	Date	Expenses	Income
Compensation	Sep 22		£200
New parent packs	Sep 22	£80.53	
Spooky Disco	Oct 22	£926.03	
Cauliflower Cards	Oct 22	£0	
Elfridges	Dec 22	£1,213.42	
Totals		£2,219.98	£200

4. Minutes of the Previous Meeting

Minutes were agreed as an accurate record of the previous meeting held on 14th September 2022.

5. Halloween Disco

Ticket numbers are:

EYFS/KS1 = 152

KS2 = 170

Total of 322 tickets sold so far.

SW trying to get funding from local supermarkets – no luck as of yet. HG to set up a PTA email for SW to send email to potential stores.

SN has purchased everything for the treat bags and they are all ready for the disco, Lit Fibre sponsored our Halloween disco treat bags so no money came out of the PTA budget, in return for us to promoting them on our social media pages and handing out flyers.

SN has purchased the pocket money stall items, 50p each apart from glow sticks which will be 2 for 50p.

We have decided not to do face painting or glitter tattoos, but will be doing temporary tattoos (the simple water stick on ones) these will be 20p per tattoo.

Cake stall is to be brought cakes only, messages have been prepared to reflect this.

The snacks decided were: Crisps, packet of sweets and a piece of fruit per child. WP to buy those items once we have confirmation if Asda will help us with the fruit. There will be also be unlimited water/juice at the disco for the children, it was agreed we could borrow the jugs from the school kitchen.

We have enough helpers for the first disco, we could do with 2 more for the second disco but we can cope without.

6. Elfridges

It was decided by the PTA committee members to do an Elfridges Shop at the school just like what we done with Mother's Day and Father's Day. It will be held in the sunshine room on the 14th, 15th and 16th December, with a 2-gift maximum limit for each child. Gifts will be priced at £5 this time and the gifts will be in gift bags instead of individually wrapped. The children will have the choice to buy for anyone. It was talked about whether to use leftover Mother's Day and Father's Day items for the Elfridges shop, but was decided to keep for next Mother's/Father's Day events next year as they were so popular and will only be used for this shop if stock is too low in an emergency.

7. Cauliflower Cards

SN explained to the PTA members that the first year doing this went amazingly, and the second year was ok, and this year surprisingly went excellently!

All art work has been sent off now and we have an expected profit of £536.00. SN explained that we will get an extra 25p per item for sending them off early.

A big thank you to the teachers and LSA's and of course the children for their help in making this possible.

SN will pick up and send off any late artwork on Friday from the office.

8. Second Hand Uniform

SN and HG spent 3 hours sorting out the old uniform, boxing it by age range. We have also created a stock list so as and when people contact, we know what we have available. We are lucky people are donating good quality items for us to resale. We have also added the addition of costumes and Christmas jumper donations as well. We aim with the support of GW and GS to do a pop-up uniform shop twice a term plus add on ones for costumes.

SN created a poster to send in the school's newsletter, so if anyone is in desperate need they are to contact the PTA directly as we now have a stocklist.

9. School Wish List

Mrs Humphrey's has updated the wish list for the School and everyone agreed to fundraise for everything on the list. HG has also liaised with teachers and asked them to contact her

with any requests they may have regarding school/classroom purchases that could be discussed and or funded by the PTA. One request has been received so far from Mrs Goldsmith for Year 3 and 4 headphones. The committee agreed to this additional item.

HG is also liaising with Mrs Humphreys about us creating an Amazon wish list for things that teachers would like but aren't essential.

10. PTA Shopping List

Since HG has been Chair (2019) we as a PTA have not spent any money on updating any of our equipment. It has come to a point where things need replacing/upgrading. A shopping list has been created for consideration by the committee. It was noted that we will look for local businesses that might wish to donate these items or the money for these items and search for the best deal we can before purchasing.

Everyone agreed that these items were necessary and were happy for the PTA to go ahead with these purchases after looking around for good prices.

TA asked if some safety glasses be purchased for the crockery smash. This was agreed.

HG asked if an urn could be added to the list due to the old one blowing up at the End of Term BBQ. The committee agreed.

11. Forward Planning Events

We have discussed briefly before the need to have dates in the diary ahead of time so we all know what is happening and have plenty of time to plan.

Many new members expressed they have not been noticing the posters around the school in the notice boards – the issue was brought up about the missing notice board from year 1 area. HG said she is looking into new options for this area as it was accidentally disposed of by the school.

Everyone was happy with the plan and agreed.

There will be a change to the pancake event – this is yet to be confirmed.

Bags 2 School is on 8th November, HG asked everyone to spread the word about, TA said he would look through the village hall to see what they have left over from the jumble sale. SN to send TA a list of what is appropriate to donate.

Wreath making event poster has already gone out and tickets are selling well. We are aiming for 18 to 20 people. The deadline for tickets to be bought is the end of November.

12. Next Meeting

Wednesday 9th November 2022 at 3.30pm in the D&T room.

All future dates are on the notice boards and will be on the PTA webpage as soon as possible. SW to ask the School Office to do text reminders for this meeting.

13. Any Other Business

Bags 2 School has started advertising on social media and will be around the school next week.