



Emmanuel Holcombe C.E Primary School

PTA Meeting Minutes

Thursday 01/02/24 - 9.00am

- 1. Attendees:** Anna Sekree, Mark Sekree, Amy Longstaff, Nikki Frith (Chair), Sonia Hanson, Emma Crossley, Helen Molyneux (Secretary), Jo Venn, Dinae Hughes.
- 2. Apologies:** Emma Di-Nardo, Belinda Allen, Loise Goodwill,

Items requiring funding

3. Gate at the back of the land

AL explained that the land is still not being used. This was for several reasons, firstly a safety inspection confirmed that the site was not safe and the large wooden posts that were installed to hold a canopy were rotten at the base and could have been pushed over. These have been removed and ground down by the maintenance man. Secondly, the land is still not secure. Whilst the fence provides better security, the gate is still freely accessible and not secure. One quote had been obtained to put a lockable gate in place at a cost of circa £1200. More detail is required around what this quote would provide. Two further quotes have been requested from OL3.

All agreed that addressing these issues with the land at the back, should be the priority before we move on to other areas, such as the playground.

AL to share more detail around quotes once received

4. Monthly Maintenance

AL explained that something that had never been factored in to the original work was the ongoing costs.

Based on current gardening and maintenance costs **AL** estimated that this was amounting to £1500 to £2000 per year.

NF suggested that parents may be able to support in helping to maintain the area.

HM suggested that there would always be need for some gardener to maintain areas which required strimming etc.



AL to ask the current gardener whether there is anything we could do or plant to reduce ongoing maintenance costs.

It was discussed that it would be great to get a gardening club up and running once more. It was discussed how successful it was last time and **JV** raised the point that John Ainsworth supported the gardening club. We also have some talented parents who may be willing to help.

Fundraising Ideas

5. Just Giving

It was discussed that we could consider other ways of fundraising. **AL** raised that we must be mindful of not asking too much and that we are already asking for many contributions to other school trips. **AL** stated that PTA used to provide the 'icing on the cake' now they are part of the main ingredients. Ideas such as asking parents if they wish to donate via a 'Just Giving' page were considered, where donations are optional, if people feel able to donate.

Action EC: Set up a Just Giving page to finish the fence and land in time for Spring.

It was discussed that we needed to communicate how much the PTA had raised and how it had been spent. Need to give more info around how the PTA spent.

Action EC to complete a summary of what the PTA have raised and spent recently.

It was discussed that it was a long time since the PTA had seen the land.

Action AL: To confirm date for a walkaround. The preferred time for attendees was just before pick up.

6. School Disco – Friday 16th February 6.00pm to 7.30pm

NF explained that we have the license, we have volunteers, **AL** advised we have 7 staff members who are able to attend.

EC suggested that we run a raffle

Action EC to organise the raffle

NF to organise food shopping, sweet cones, glow sticks, prizes.

SH suggested the idea of inflatable instruments to sell. **AS** raised a concern over the disposable plastic nature. Suggestion made to rent / have items for fun.

Action SH to investigate



A photo booth was suggested for the disco, options were discussed for using a polaroid, personal camera or having attendees use their own camera. It was agreed that this wasn't feasible for the disco, however would be good to consider for the Spring Fair.

7. Cake sale

It was discussed that the cake sale was advertised as 8th Feb. **NF** couldn't make this date. **HM** offered to run it. It was discussed that it would be good to run a second-hand uniform sale if we have more volunteers.

Action HM to co-ordinate and send letter

8. Financial Update

£4800 in bank, however £1000 contribution committed for Music week and £600 committed for the £150 class pot for each of 4 classes, therefore leaving a balance of £3200

9. 100Club

EC updated regarding the 100 Club and that only 2 people had paid. It was agreed that we need to refund these payments back and not run the 100 Club this year. Look at renewing the club for September.

Action AS offered to help.

10. School sponsored events

AL updated on sponsored learning events to happen just after Easter. E.g. sponsored times tables and phonics events. These will be run by school.

11. Coloured Hampers

Coloured Hampers will be put together for Easter, with donations requested in exchange for a non-uniform day on 8th March.

Action EC to provide letter for Coloured Hampers and to put hampers together.

12. Other fundraising ideas

MS suggested that we could find out what services parents could offer and offer professional services such as wills, power of attorneys, financial investment advice, Insurance etc. It was



discussed that this could be done by booking appointments to a drop in session and that this would be a high value offering therefore could raise significant donations.

Action MS to put together a letter to send out and plan how it might work.

13. Other fundraising ideas were discussed such as:

Plant sale

Action HM to discuss with parents who may be able to support

JV suggested that a fashion show has worked well at Church, These are run by FIZZ clothes shop.

AL suggested that a wine tasting evening might be a good idea. Tickets could be sold with cheese and biscuits included. The value of these events was discussed as a social event to get parents together, even if they were not significant fundraising events.