



Emmanuel Holcombe C.E Primary School

PTA Meeting Minutes

Tuesday 12th January 2021 - Zoom Meeting at 7pm

1. Attendance

Catherine Thew (Chair), Catherine Bennett (Head Teacher), Thekla Sotiriou (Deputy Chair), Diane Hughes, Gemma Lievesley, Chris Thew (Minute Taker today)

2. Apologies:

Jill Farnworth (Treasurer), Sally Goulding (Secretary), Jane Bowler (Deputy Secretary), Nikki Frith, Emma Crossley, Helen Molyneux, Louise Goodwill, Alex Buchan

3. Minutes of the last meeting

Agreed as a true record

4. Treasurers Update

Closing balance of £23,353.07. Cheques waiting to be presented of £9,041.61. This gives an available amount of £14,311.46. Jill advised she is still chasing the online banking but feels that it would be better now to concentrate on switching the bank account with the cash incentive mentioned previously which would mean much easier online banking.

Catherine Thew confirmed that we made £1,000 of sales with the Christmas Raffle tickets but there were some expenses to be taken off this amount.

ACTION - Jill Farnworth to confirm total amount of profit made on the raffle.

5. Diary of events and actions

Easy Fundraising / Amazon Smile

Catherine Thew advised that there are 11 customers shopping with Amazon Smile and there have been 117 purchases made in the last 90 days. Awaiting confirmation of donation amount in February when the current quarter ends.

Gemma advised that she recently found out that you can shop with Just Eat through Easy Fundraising and suggested promoting this to other parents as this could be a good boost to the funds as more people are getting takeaways during lockdown!

ACTION - Catherine Thew to promote both Easy Fundraising and Amazon Smile again on the PTA Facebook page.

Smartie Tubes - FOR FURTHER DISCUSSION ONCE SCHOOL REOPENS

The 50 large oversized smartie tubes donated by Morrisons were used for prizes on the Christmas Tree competition. It was noted that we would look to do the smartie tube fundraiser once the school was back open again.

Bag2School

It was agreed we should book Bag2School (clothing collection) again for May.

ACTION - Catherine Thew to book date with Bag2School.

Recycled Ink Cartridges

It was agreed that this would be a good recycling scheme to do as parents are probably using a lot more printer ink at present during the lockdown. Catherine Thew advised she has found a few companies that offer the recycled ink cartridge scheme to schools.

ACTION - Catherine Thew to message Diane with the website links.

ACTION - Diane to organise ready for when school reopens.

Recycled Batteries

We currently have a bucket in the school reception for battery recycling which a lot of parents probably aren't aware of. Catherine Thew advised she had received a box from a company for recycling batteries which contained individual collection boxes to send home with children. Catherine Thew asked if Diane could let her know the name of the company on the bucket in reception to try and consolidate the schemes.

ACTION - Diane to take a photo of the recycling bucket in Reception and send to Catherine Thew.

ACTION - Catherine Thew to investigate further.

Make your own Peel Tower Competition

Catherine Thew suggested a free to enter, no prize competition for fun where children make something out of either Lego, crafts, drawing, painting or cake making etc. Theme to be chosen by the PTA. Chris suggested Peel Tower which everyone agreed on.

ACTION - Thekla to compose a letter and send to Sally.

ACTION - Sally to put letter into PTA format and send to school to email out to parents in the next couple of weeks.

Sponsored Pancake Flip and Pancake Face Competition

Catherine Thew suggested a sponsored pancake flip for Pancake Day, 16th February. Children would be sponsored for how many pancake flips they can do in 1 minute.

Thekla suggested a pancake face competition. Whilst children are making their pancakes to flip for the sponsorship they could also decorate a pancake with a funny face using fruit, sweets or other ingredients. Free to enter and no prize so just for fun - parents to upload photos to PTA Facebook page.

ACTION - Catherine Thew to setup a sponsorship form and forward to Sally.

ACTION - Gemma to compose a letter to accompany the form and forward to Sally.

ACTION - Sally to put letter and sponsorship form into PTA format and send to school to email out to parents week commencing 8th February.

Easter Egg Decorating Competition

Catherine Thew suggested an Easter Egg decorating competition similar to the Pumpkin competition. £2 to enter with prizes for the winners. Children decorate eggs or can draw/paint pictures of eggs with parents uploading photos to the PTA Facebook page for judging.

This will be organised at the next meeting.

Easter Bonnet Decorating Competition

Thekla suggested an Easter bonnet decorating competition. Free to enter and just for fun with no prizes.

This will be organised at the next meeting.

Easter Hamper Raffle

Thekla suggested another raffle but on a much smaller scale with cheaper tickets. An Easter hamper was suggested, this could include Easter Eggs and other Easter related goodies. Thekla advised she would be happy to organise.

We would also need to speak to Elaine Allum about the raffle licence and tickets.

This will be discussed further at the next meeting.

School Tea Towels - FOR FURTHER DISCUSSION ONCE SCHOOL REOPENS

Catherine Thew suggested school tea towels to sell to parents and other family members. Each child would draw a self portrait and the designs would be printed on tea towels. Gemma will look into companies that can provide these. This will need to wait until school reopens.

ACTION - Gemma to look into companies that provide printed tea towels.

Holcombe History Hunt - FOR FURTHER DISCUSSION ONCE SCHOOL REOPENS

Gemma suggested another sponsored walk to get children outside and exercising. This idea then evolved into a history hunt, once lockdown is over, where children could walk around Holcombe spotting local landmarks and learning about the history of the area. Thekla advised that Jane would be a good source for information and route planning. For example, Pilgrims Cross - children would answer a question/clue about the writing on the Cross and could then move onto the next landmark.

We could sell 'Holcombe History Hunt' sheets and then children would get a certificate or small prize for entering.

This will be discussed further at the next meeting.

PTA Newsletter

Catherine Thew suggested it would be good to put all upcoming competitions and events on a PTA newsletter to keep parents and children informed.

ACTION - Catherine Thew and Chris to design newsletter and send to school for emailing to all parents.

Parents Night Out - FOR FURTHER DISCUSSION

Parents pay for the supervision of their children after school. Similar to peelers but supervised by parents. Games, craft or movie activities could be considered. This idea was raised during the last meeting but still needs further discussion regarding complications that would arise from the current restrictions and also the possibility of parents needing a DBS check first or to hold one already.

Children's Art Gallery - FOR FURTHER DISCUSSION

Children produce paintings or drawings of family members for example or another subject matter. These could be framed, exhibited via seesaw and possibly offered for sale.

6. Requests for funding

Catherine Bennett asked the PTA for £150 for a chicken coop. This is to accommodate the additional 4 chicks that are currently being kept in school. Once they are bigger they will be moved outside into the new coop.

Future funding will be required for the new outdoor area, this will include grass, soil, wood and other provisions. Also, additional iPads will be required for in-school learning going forwards.

During the discussion for additional funds, it was queried how much of the current bank balance was available for these funding requests. Catherine Thew to speak to Jill to check how much the PTA provide to school on regular outgoings in an average year. This will then determine what additional monies are available for future funding.

ACTION - Catherine Thew to speak to Jill about regular annual outgoings.

7. AOB

None

8. Date of next meeting

Tuesday 2nd March at 7pm by Zoom call.

All past, present and new members welcome!

(All parents are automatically in the PTA but have the choice to attend meetings and be involved directly).

9. Dates for your diary

Date	Time	Event	Where
End of January	-	Peel Tower Competition	Online
16th February	-	Sponsored Pancake Flipping	At home
16th February	-	Pancake Faces	At home - post photos to Facebook
22nd February - or when school re-opens		Smartie Tubes	Fill with coins and return to school
April TBC	Easter	Easter Egg Competition	TBC
April TBC	Easter	Easter Bonnet Competition	TBC
April TBC	Easter	Easter Raffle	TBC
TBC	TBC	Local History Hunt	Holcombe Village
May TBC	-	Bag2School	School
		PTA Meetings to be second Tuesday of every half term	
		Last Thursday of every half term cake stall	Not currently held

* PTA Meetings are the second Tuesday of every new half term (school calendar permitting)