

# Emmanuel Holcombe C. E Primary School

## PTA Meeting Minutes

Tuesday 10<sup>th</sup> January 2023. 3.20pm.

### **1. Attendance**

NF (Chair), AB, BA (Secretary & minute taker), AL

### **2. Apologies**

HH, EDN, LG, CT, MS (Treasurer), HM (Deputy Secretary)

### **3. Canopy Update**

Full update to be provided following February Half Term however AL confirmed cost has been reduced to £15,000.

### **4. Willow Class refurb update**

All agreed this work is now a high priority due to concern being raised by parents due to amount of mould in the classroom. The cost for this refurb is likely to be around £60,000 due to the complexity of all the work required. A bid will go via the diocese around Easter time, if successful the PTA would be looking to contribute 10% towards the costs. AL confirmed there is also a chance of applying for a 'green grant' (£2-3,000).

This work being completed would make a huge difference to the experience of the staff/pupils in the classroom, as well as a new outdoor area which would provide potential space for guides/scouts.

### **5. Next Fundraising Project**

All agreed the Willow Class refurb will be our next fundraising priority.

### **6. Visual for the outdoor notice board**

NF to speak to Catherine at Orbital in relation to putting together/providing a fundraising target visual. All agreed this would give a quick visual reference for parents & guardians at pick up/drop off for ongoing fundraising and to see the real impact made by PTA events.

### **7. Request for funds from Mrs Longstaff**

AL has requested £150 towards each class (£600 total) for the purchase of resources. All present agreed for this to be granted.

### **8. School trip contributions**

AL confirmed that unfortunately there has been a reduction in the number of payments received in time for school trips. All agreed trips are a very important part of the pupils experience however they will be at risk if things continue as they are.

None present were able to remember previous contributions from the PTA to school trip costs therefore NF to speak to JM to find this out. It was agreed for this to be raised at the next meeting with more attendees to confirm general opinion on PTA support.

### **9. School Disco**

Planning for the Valentines Disco was discussed;

- NF to arrange alcohol license
- Minimal stock needed from a quick review of what was left following previous Disco however NF and AB to complete stock take
- AB to look into different prosecco glasses (larger than previous) and also ensure better location further away from the kitchen
- Plans to be finalised at the next meeting on 27<sup>th</sup> January 2023

#### **10. Alex Buchan Fundraising Idea**

AB put forward a fundraising idea which will empower parents and children to complete their own fundraising. Following recent cake sale success, AB suggested a cake sale competition, with a prize for the most raised around Easter. Suggested prize of a voucher or large Easter Egg.

To be explained at the next family assembly and a letter/communication to go out.

#### **11. Bank Balance Update**

Balance of the account was provided by MS ahead of the meeting, standing at £17,330.02

#### **12. AOB**

None raised

#### **13. Date of the next meeting**

27<sup>th</sup> January 2023 at 3.20pm

**To Everyone,**

**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, come and join us any time throughout the year, even if you just want to listen or contribute ideas. Everybody is welcome.**

**PTA funds play a vital role in the life of the school. Please support the PTA whenever you get the opportunity. Make sure you're on the PTA Facebook Page if you have access to Facebook to keep up to date!**