

Emmanuel Holcombe C. E Primary School

PTA Meeting Minutes

Tuesday 7th March. 3.20pm

1. Attendance

NF (chair), EDN, AB, JT, MS (Treasurer), AL, JV

2. Apologies

No apologies received

3. Willow class refurb update

Number of approved architects to be used – OL3 have bid on our behalf – the diocese rank all bids to decide on where money will be granted. The deadline is April – we are then informed if we are successful. We don't know the chance of success, however if it's a no, it was agreed we need to put together a letter of concern. EDN has microbiologist background and is aware that the environment is not appropriate for the pupils/staff to be in/potential health and safety concern.

AL will update us further as and when any additional information is available.

MS queried a temporary solution – potential paint over/clean. AL will look into this.

All agreed for the 10% to remain to one side towards the works regardless

Other options are limited at present due to stone work at the front of the building and other previous projects

Green grant is possible however can't be looked into till above decision decided.

£67,000 quote has been received – us to provide 10% towards.

Land at the back of school

Play inspection due on land at the back of the school – play assessment to be done. Following this AL asking all staff to give their own opinion – considering staffing levels/supervision, i.e. would a staff member be required for the gate at all times during play.

NF raised a concern re the gate at the back – concern over the level of security of this and whether this is safe – can access be gained by general public? This would usually be a code protected door.

AL confirmed the land will not be used until the staff and governing body are happy that the land/access is safe, including security of the children. Once everything is signed off we could look to have an open day for parents to be able to see the facility/have confidence in the safety of the children.

4. Update on PTA subsidizing school trips (parents forum follow up)

Previous £8.95 per child, this was re-directed to school band.

Now, average request is around £16 and there is a reduction in the number of voluntary payments being made which is leading to potential cancellation of trips.

NF queried if the £8.95 be redirected to trips.

EDN – trips are for everyone, the band is not for all.

JM to confirm whether this money can be re-directed so costs for trips reduce to around £10 – considering cost of living.

Slight improvement has been seen in payments – multiple reminders are sent out.

Trips are so important and options can be considered for reducing costs, i.e. utilizing a school coach following a school drop off/ closer locations

5. Update on Canopy

JT confirmed this is to be completed in the Easter Holidays. Planning permission through today from Bury.

AOB

- **Bags2School day**

Date confirmed shortly following the meeting as 24th March.

- **Second Signatory**

MS – suggested adding someone else as a signatory on the account as there have been some delays in previous payments being made. Person to be agreed with rules in place for amounts to be sanctioned without office sign off.

Proposal on a £200 limit to be signed off by a parent signatory to avoid delays following events. Larger expenditures to be signed off by JM or another member of school staff.

AL confirmed office is putting together all accounts/all signatories.

MS to email JM to explain.

- **Book marks**

Kings coronation book marks – 94p per child to mark the coronation (lower cost options than others). All agreed this is a good idea and a reasonable cost and practical use as opposed to a coin, etc.

- **Dates**

Year at a glance to be updated as cake sale doesn't seem to be on the right date

25th April all agreed for this to be rescheduled to Wednesday 19th April – Spring Fair planning meeting

28th April – Spring Fair planning finalizing

18th cake sale to 25th

- **Easter Fund Raising Prize**

AB has put this together (Easter hamper) Prize giving on 31st in the Easter Service at 2.15pm. More communication needed about this – Alex to take a photo and put on Facebook. Box to go in the hall so the children can see what they could win.

All agreed to top up any funds needed to ensure all children get an Easter Egg ahead of the Easter holidays as this was received last year.

- **Future events/fund raising ideas**

EDN raised point over funds and being able to cover all elements being considered. Ideas list below.

Need to look at other opportunities, such as sponsorships from local business.

Bingo night suggested by JV– 'Bingo & BBQ'. Agreed date for Friday 7th July 6.30pm – (finalizing planning can be done on PTA meeting on 30th June).

Curry & a walk September 2023

Car Treasure Hunt

Sponsored Timestables

Spin bike event at Morrisons

Sponsored walk

Quiz Night

App Treasure Hunt

Last Thursday of every half term for cake sale – ice lolly sale on the last Thursday

Date of next meeting

Friday 24th March following family assembly

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!