

## **Minutes PTA Meeting 23/1/2024 @ 7pm**

Attendees: NS, ZG (Exec)

Mrs Eaglen, Donna Evans

LB, JB, AJ, JF, TB, LJ, CW, TC, CW, CB

Zoom KL, CS, AF, SA, EG, J, A, KO

Apologies: Hannah Holland, Kelly Cox

### **1. Treasurer Report ZG**

Amount raised since September 2023: £4962

Total Spends since September 2023: £4447

Current Bank balance: £14,896

This balance includes Christmas Fete total of £3003. The Exec thanked all involved in this successful event.

Also includes funds retained during Covid when spending was limited.

Some funds have been earmarked for more laptops in 2024.

### **2. Funding Requests from Mrs Eaglen**

#### **i) Funding for Toilet Facilities**

Both KS1 and KS2 toilets need refurbishing. Discussion about the schools need for extra funds towards maintenance, which is not strictly in the PTAs remit. NS confirmed that the PTAs new Constitution will include funding projects that the school cannot afford. General discussion around schools facing costs which are not funded by the LA. All agreed that the school environment would be greatly enhanced by new facilities and cannot wait the 5 years until the school can afford it themselves.

**Action: Mrs Eaglen will get quotes for the full refurb of both facilities versus a 'tidy up'. PTA can then research possible Sponsors to help fund the project.**

#### **ii) Hall refurbishments**

All agreed that the Hall is such a central part of the school and is in need of work: including new curtains/ runners, paintwork, new PA and ideally new tables.

Discussed a possible parent work force helping to do the refurb: making curtains and asking pupils to create the art work.

All agreed that this project would be less a priority than the toilets and possibly EY play equipment. Ideas discussed about parents making curtains themselves and involving the School, Council.

**Action: Further discussions needed with Governors, Staff and PTA regarding time frame, costs and maybe asking a professional to design it. This is likely to depend on the outcome of the decision regarding the Toilet refurb.**

- iii) LJ and JF suggested a 'wish list' for parents to be able to buy specific materials for the refurb or to create a work force. Parents could scan a QR code to buy individual materials.

**Action: Exec to work from the quote from Mrs E to create a Wish List**

### 3. PTA Committee Expansion plans

NS introduces a Powerpoint presentation which explains plans to grow the PTA and hold an EGM to vote members in. PLEASE SEE PRESENTATION ATTACHED TO EGM INVITE ON THE SCHOOL WEBSITE/ PTA PAGE

In brief: As it stands there are 2 Exec members of the Committee (NS as Chair and ZG as Treasurer). Now have plans to expand the Committee with 4 new roles: Co Chair, Secretary, Fundraising Co-ordinator and Events Co-ordinator.

**Action: Applications for these roles need to be submitted by the Nominee Form by Feb 27<sup>th</sup>, ahead of the EGM on 5<sup>th</sup> March 2024. Form will be emailed to parents with EGM invite (done)**

LJ and CW discuss possible web platforms for parents who want to help on an ad hoc basis with specific tasks, rather than taking a full role on Committee. NS confirmed that there will be Sub Committee opportunities. Specific roles could be launched on the PTA website rather than Facebook or Whats App.

Discussion about problems with Comms. CB raised the need to meet different needs for different Year Groups/ parents. Agreed parents/ volunteers should be directed to the website (eventually via the Events Co-Ordinator).

#### 4. AOB

##### i) Bags for Life

AJ planning next drop Easter and September. Discussion about having permanent bins either at school or in the community. To be discussed further by Exec and AJ

##### ii) Thames Run

JB gave overview of Sponsorship Tiers (main sponsor £750, then £500, £250 and below). They are asking parents to use their business contacts to apply for the Sponsorship. JB will share spreadsheet and sponsorship letter with parents. JF and TC offered to help and will liaise with JB directly.