**PTA Minutes**

**Monday 22nd November 2021** **Via Zoom**

**In attendance**

JD (Co-chair), TB (Treasurer), SG (Secretary), KG(social media), LS, EP, JB, BR, VD, JC

**Apologies**

CJ, LA, FF, CC

**Income update**

We have had a good term for fundraising, with £8,034 profit from the Summer Celebration, along with some additional income from a Break the Rules Day, sponsorship agreements (thanks very much to “Home Instead”, a company that allocates live-in carers to allow people to stay in their own homes) and even donations at a social event (thanks Becks and Jess for the two new urns!) Our bank balance is currently in good shape, with a balance of £32k.

**Spending requests / update**

Miss White has made a request for some new book stock at both infants and juniors: “£4 000, comprising £2 000 for the Infant reading scheme and £2 000 to expand the book stock in the juniors. (We are particularly keen to move rapidly on ordering books for the reading scheme)”

This request was approved unanimously at the meeting.

Jenny commented that while the junior book stock is being updated, it would be great to be mindful about increasing the diversity of books on offer, which garnered agreement from other attendees.

The PTA has also agreed to fund some digital Christmas pantomimes (£140) and a new hose, plants and lunchbox trolleys at the juniors

Other spend that we would like to undertake this year:

* Creating a natural play space in the junior playground – in the scoping phase
* Playground shade – scoping has not yet commenced
* Sports equipment upgrade – Jason will ask Mr Newman what gaps there are in sports equipment that could be filled.

NB School Sports field – N McCarthy and E Pretty are keen to have a renewed look at this. B Reid and J Seymour are also joining the working group.

We need a more realistic quote to get the field to a useable level (it is very uneven and boggy at the moment) and / or we need a more creative way to approach our green space use. E.g. What about coming to an agreement with Corpus Christi to gain access to their sports field? That might help us to understand how the field might be used in the future, if we see what our usage patterns are on the Corpus Field. Might be worth discussing this with Corpus.

**Action plan for the rest of term**

**Family Quiz**

Only 18 tickets have been sold, which means that it is probably not worth going to all the time and effort of setting up a quiz on December 5th .(The ukulele segment in particular takes a lot of preparation time and it would be a better time investment when more tickets can be sold). Buying and refunding tickets through ParentMail incurs a small cost. We of course will offer a refund to all ticket holders but we will also offer for the tickets to be carried over to the next quiz in Jan / Feb (date being worked out but still TBC) to try to avoid paying the refund charge for all the tickets. Sorry for any disappointment but it looks like it’s a very busy time of year for everyone!

**Christmas Raffle**

Launch of the ticket website is imminent and tickets will be on sale until midnight on December 7th. We were so thankful and impressed by the excellent standard of hampers that were assembled by all of the classes – thank you!

Winners will be announced at the Christmas Carols and Market on Thursday 9th Dec and we will then contact all winners, who can collect their hampers from the school office(s) over the proceeding days.

**Amazon Smile and Giving Machine**

Some people commented in the PTA survey that our PTA is not signed up for Amazon Smile (Charities you can nominate to get some commission while you shop). We need to look into this and get ourselves registered if we are not already.

We are definitely registered for the Giving Machine, and need to remind parents of how it works. *(Sarah to do).*

**SeOUL Residential**

Sarah is in talks with SeOUL Residential. They are once again being very lovely and supportive and we hope to agree sponsorship of one or more of our Christmas events.

**Secret Wrapping Room**

We have decided to reduce the cost per child from £4 to £3 to ensure it is as inclusive as possible (while still making a bit of money for the PTA). Jenny and Emma are working on a rota and a plan for how it will all work. An email with how to buy a Secret Wrapping Room experience will go out imminently.

**Christmas Market at the Carol Concert**

We discussed the need to keep this very simple. It is likely that many people will not arrive until just before carols and there will be a scrum for food and drink. We will encourage people to get there earlier if possible to avoid disappointment in terms of having time to visit the market. However, we need to be prepared for a very busy patch just before and after the concert.

We agreed that the grotto idea is probably not very practical in the time available and having some roving Santas holding collection buckets would be better – need to find some people willing to dress as Santa (ideas: Mr Burkinshaw? Mr Duncan? Rob Shrimpton? Others?)

**AOB**

E Pretty is on the look out for well priced chocolate coins for the Lunch Bowl gifts and donations

**Next meeting date**

We will set up some separate groups for the Secret Wrapping Room and the Christmas Markets. But then given how busy things get at the end of term, we might reconvene in a full PTA meeting in January.