



PARENT TEACHER ASSOCIATION

Holy Trinity C of E School Cuckfield

PTA Meeting Minutes

Wednesday 13th March 7.30pm

The Rose and Crown - Cuckfield

No.	Agenda Item & Notes
1.	<p>Welcome, note attendance and apologies</p> <p>In attendance: Lindsay, Laura Dillon, Ann MacGregor, Caroline Dawes, Amy Hayden, Jen Plenty, Ailsa Body, Susie Hall, Nicola Brewerton, Sarah Raison, Vicky Koch, Sharon Stewart, Jules Dawson</p> <p>Apologies: Laura Henger, Karen Ford, Zoe Ritchings, Nikki Mortimer</p>
2.	<p>Approve the minutes of the last meeting (AGM on Wednesday 13th February)</p> <p>These were approved as an accurate record.</p>
3.	<p>Co-Chairs' Report</p> <p>This is Jen and Amy's first meeting as Chairs, they presented the following new ideas going forward:</p> <ul style="list-style-type: none">a) Having a newsletter from September and each term after that, including PTA updates and what's going on.b) Future fund-raising ideas welcome, Jen presented us with material bag (make a bag) with different designs which the children could make and sell at the school fair, which was all agreed was a great idea, <p>There was an update on the Voluntary Contribution, Virgin Money platform has now been launched and now live, and was agreed for notifications needed to go out ASAP, with flyers to go out in school bags, and classlist notifications going out x3 a year.</p> <p>There was a social evening idea for parents/carers, doing quiz nights, curry nights, maybe wine tasting using the school hall, and summer fair ideas have already started.</p> <p>A meeting is needed with Anne to discuss future funding ideas for longer term projects such as quiet and reflection areas.</p> <p>Jen and Amy will also investigate more grants to support smaller projects, such as the Co-Op contribution of approx. £200 will also help.</p> <p>They are also planning on getting out the first newsletter by the end of term.</p>
4.	<p>Treasurer's Report</p> <p>Ailsa presented a financial report on what is being spent and where, £6000 will be available in the long term, and £3000 is available immediately.</p> <p>It has been agreed that Natalie will have access to £300, however if £100 or more is needed she will have to check with at least x2 members of the committee if this is okay.</p> <p>The 'Power of Reading' scheme will cost at least £365 as more reading resources are needed for years 5/6, and everyone has voted and in agreement this will happen.</p> <p>There is currently £365 available in the Power of Reading scheme but given upcoming needs of the school, including y5/6 split next year, this should be considered for further funds. A vote was made and another £2,000 allocated to this which will be spent by the school as</p>



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	needed (the previous £5,000 of which the £365 is the remaining balance took ~4 years to spend so a long-term fund for the school in effect).
5.	<p>Head Teacher's Report</p> <p>Ann expressed her thanks for the opportunity for all the children's experiences they have been able to have.</p> <p>She appreciates everything we do, and how the smaller playground equipment has now been ordered.</p> <p>Ann has also expressed about the IT Suite not being made common knowledge outside of school but to make sure that this is also communicated back to the parents.</p> <p>Jules Dawson – has expressed that the extracurricular activities are the best experiences, and keen to get a Science Workshop going for every year group to learn and enjoy i.e. STEM experience in which she will send us over more details on.</p>
6.	<p>Funding Requests</p> <p>Susie needs in total £500, most of which has already been made via charity events and the Market, and therefore still needed £160 for more resources to do the pond fencing. Everyone voted and in total agreement and has been authorised., and they can get someone in as early as next week for more possible funding from High Wield. The long-term goal is to hopefully get an outside classroom or shelter put into place.</p>
7.	<p>Future Events</p> <ul style="list-style-type: none"> - Grounds day – 27th April - Cake sales – Dates have been set and have now been moved to Thursdays, so any leftover cakes can also be sold on a Friday (next day), and for Vicky K to put all CS dates up on classlist. - Disco 21st March – sign up required, and more help needed. - Summer fair – 13th July - Caroline happy to help but cannot run – Jen and Amy to review and establish sub-committee - Easter egg hunt – Thurs 4th April - more help is needed for this event, at least x4 volunteers needed per hour, that way kids can play in the play area while they wait for their slots. - Choc tombola Fri 5th April – school event – NO NUTS policy to be adhered to for the eggs. - Mother's Day shopping day – send out help/volunteer links.
8.	<p>AOB</p> <p>The school camping event maybe handed over to the PTA, in which Jen and Amy will have a think about this, however this could also be a great opportunity for the Dads to get involved and to take on as a sub-committee, Nicola will discuss this at the next governors meeting.</p> <p>It was decided that the next PTA meeting should be in school hours to get more parents involved, Vicky will add the event on Classlist</p>
9.	<p>Date of next meeting</p> <p>Friday 3rd May – 9:15am (after dropping off) in the Staff Room at School for Coffee and Cake.</p>



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