**PTA Meeting Minutes**

**Wednesday 20th January 2021 at 7.30pm**

**via Zoom, due to Covid-19**

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| **No.** | **Agenda Item & Notes** |
|  | **Welcome, note attendance and apologies:**  Jennifer Plenty - Chair  Jo de Bry - Vice Co-Chair  Katherine Field - Vice Co-Chair  Rachel Haffenden - Secretary  Laura Dunbar - Treasurer  Ann McGregegor - Head  Christa Bakker  Caroline Dawes  Gemma Stone  Sharon Stewart  Laura Dillion - Trustee  Amy Hayden  Lucy Briant  Laura Turney  Nicola Brewerton  Ailsa Body |
|  | **Approve the minutes of the last meeting:**  Approved |
|  | **Co-Chairs’ Report**  Meeting held at same time as AGM therefore see AGM minutes for full update.  - Weekly/bi-weekly activity suggestions to be sent out by PTA;  - Remind parents of Co-Op, Easyfundraising, Amazon Smile, Voluntary Contributions. |
|  | **Treasurer’s Report**  Accounts currently with the auditor and once signed off will be sent to Rachel for filing with the Charity Commission. |
|  | **Head Teacher’s Report**  Doesn’t expect children will be back at school until after Easter (further report at AGM) |
|  | **Funding Requests**  No requests  Jen requested system to be set up to facilitate spending of year group allocation of budget - possibly termly spending |
|  | **Future Events**  a) Disco - will reschedule when able, possibly Summer term. Jo will investigate possibility of virtual disco.  b) Non-uniform day - plan to reschedule for 27th May  c) Usbourne books sponsored reading - Rachel Haffenden - 12th-26th February - to launch with support of teachers to raise funds for new books and a variety of challenges for children/parents to choose from (Usbourne will donate 60% on top of all sponsorship raised).  d) Grounds Days - Sharon Stewart - Oct/Nov year group bubble grounds days were successful (work on mud kitchen & meadow). Further grounds days necessarily cancelled to date, but grounds team have continued work on the sensory garden and forest school garden. Lining of the pond needs work - big job to replace (Mrs McGregor to check whether school funding available).  e) Bags2School Collection - September raised £300. Next collection scheduled 28th April 2021 and intend to run 6 months thereafter. |
|  | **Other fundraising ideas**  a) Voluntary Contributions, Amazon Smile, Easy Fundraising - continue to promote these to parents.  b) Easter Egg trail around the village - socially distanced. Map that people can purchase - possibly clues to create a word and an activity sheet.  c) Competition - weekly/fortnightly competition with focus on the children.  d) Easter raffle - agreed to postpone to the summer term.  e) Summer Fair - ideas to be discussed. Very unlikely we can run a summer fair, possibly fun day in school time for the children to enjoy.  f) Other:  - Mothers Day - Mothers Day shopping event won’t be possible, consider suggesting ideas to children via Classlist - card for children to colour in/write a poem/simple biscuit recipe.  - Fundraising Goals - specific item/goal to fundraise towards - possibly outdoor play equipment.  - Cashless PTA - options to investigate - PayPal, ParentPay, Bank Transfer, Gift Aid Declaration form, Virgin Giving - Laura D/Christa to investigate further. |
|  | **Outdoor Classroom – update**  Completion being funded by Grant  Construction complete  Furniture in construction  2 chalk boards & magnetic blackboard at front of classroom, outdoor storage  Investigating whether it may be possible to get electricity to the classroom  Need to ensure we feed back to funders - possibly a video and photos. |
|  | **AOB**  Camping event - Nicola Brewerton to organise if possible;  Computers in school - school have a budget to cover incidental costs and 5 year long term fund held by the PTA to update. Aim to save £1000 per term.  Computers for School charity - 10 devices donated to school for use of pupils during lockdown. |
|  | **Date of next meeting**  Wednesday 3rd March 2021 |