

Monday, 9th September 2024

PTA MEETING – Fox and Hounds, Bramhope at 1930.

In attendance: Emma Gibbons, Sam Gardner, Sophie Tuley, Rosanna Hill, Fiona Rockett-Taylor, Rachel Broughton, Emily Wilkinson, Nicola Shaw, Rebecca Greaves

Apologies: Sophie Fletcher, Rachel Colbourn

Approval of Agenda: Yes

Approval of Minutes: Previous minutes from 100724 were approved.

Additions to the agenda: N/A

Minutes:

Meeting started by Emma Gibbons by 1930.

Action points reviewed by PTA secretary and any not actioned moved to these minutes.

1. **Introductions**
2. **Treasurer report**

No treasurers report was tabled. Fiona advised we have £18000 currently in the current account same as the end of term. She is chasing some final payments for scarecrow sponsorship but all that is left outstanding to pay is the Hutchinson food invoice from the summer fair. She has received the invoice for KS1 outdoor provision. Agreed that £15000 seems a good amount to pay.

Action : Fiona to add Sam to the Charity commission trustees; request a natwest card; Fiona to provide a breakdown of incomings for the AGM, organise to pay for the KS1 outdoor provision payment.

3. **Review previous events- Ice cream Fridays, Teddy Bears Picnic, End of term picnic**

Ice cream Fridays – Agreed we should continue for next year. Children really enjoy it and its profitable.

Teddy bears picnic – Lots of parents attended with 30 names on the sign in sheet which underestimates the numbers present. For the teas and coffees, it would be useful to have a card machine. It was raining on the day so was good to be inside St Giles hall. Although with that many children it was cramped inside the hall.

End of term picnic – Well attended event which happened without incident with parent volunteers running.

4. Dates for future events – Welcome event, plus year calendar

Welcome event - Date - Sunday 22nd September 2-4pm. To include a family running event. As this date is coming up very quickly we need to get the communications out very quickly.

Running – equipment needed balls and/or ribbon to signify laps completed, start and finish signs, small prize? - Sophie T

Tuck shop, soft drinks - Emma

Bar – Alcohol license - Sam

Cakes – request for cakes by comms, dietary cakes

Samosas (vegetarian) and doughnuts – Rosanna

Risk assessment – safety of children your responsibility - Sam

First Aider – Emma Gibbons

AGM – Date – Provisional date was changed to Wednesday 9th October.

Action: Emma to ask Mrs C about Welcome event date, AGM, Christmas events

Goldenacre Halloween Trail Event – Date - 26/27th October

Sophie T has not yet received an invite to attend this year to provide tuck shop.

Action: Sophie to email to ask if we are doing it this year.

Santa Letters

Date was not decided but it was agreed to carry out again this year.

Action: Rosanna and Emily to lead on this

Christmas Fair

General discussion as we were worried about staffing the fair and the timing straight after school. Also discussion about the grotto which hasn't been working well with the older children spoiling it for the younger.

Questions about whether we should do a Christmas movie night for the children instead. The timing of the event could be during school or straight after school. After school we could charge to attend it.

Some of the committee were interested in a Christmas shopping event for parents. A preliminary date for 21st November. Invite external stalls and charge per table. Also have a bar and maybe a wreath making session.

Action: Emma to ask Mrs Colbourn opinion on the proposed events; Sam to work on calendar of event specifically focused on the committee dates to do things by

5. Incoming committee

Rosanna Hill is standing down as Chair but will still be involved in a role with the PTA. Emma has said she is interested in the role with the formal exchange at the AGM. Sophie Fletcher and Rachel Broughton have also given notice of standing down from the committee. General discussion about committee roles and it was decided vice-secretary was not a necessary position to replace. However communications would be a role to recruit someone to fill.

6. PTA links

Need to sort that the current PTA links are happy to continue. Add new reception parents to PTA links. Nicola Shaw and Rebecca Greave have offered to act as the PTA links for reception class 2024/25.

Action: Sophie to ask the PTA links to reconfirm

7. Asda Cash pot

Parentkind have released a fundraising initiative with ASDA whereby any person who adds Bramhope Primary School to their ASDA rewards app they will donate £1. The first person to sign up received £50 for the school. Plus each person 0.5% of the shop. This runs from 2nd Sept to 30th Nov 2024. The funds wont be received until the Spring term 2025. Sam has opted the PTA in on the Parentkind website and funds would be transferred to the PTA Natwest account.

Action: Emma to ask Mrs C to send out school email comms and mention in assembly

8. School Lottery

The committee agreed it would be good to take part in this as a school

Action: Fiona to look into lottery

9. Preloved uniform

No update submitted

10. Website – Update content

Action: Sam to update and liaise with school admin.

11. Email/Onedrive access – Update

Action: Emma to request email and Onedrive access.

12. AOB

Adjournment: Meeting called to close by 2130.

Next PTA meeting date was scheduled for Wednesday 9th October

Minutes submitted by: Samantha Gardner

Minutes approved by: