

## PTA Committee Meeting Minutes



<b>Date:</b>	29 <sup>th</sup> June 2022	<b>Time:</b>	14.30	<b>Location:</b>	Green Ridge
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<b>Attendees:</b>				
Laurilee Green	Emily Routledge	Rachel Walcott	T Erdos	C Cavanagh

<b>1.Apologies:</b>				
A Wanford	S Kaye	Sadie Mooney		

Agenda items	Minutes	Actions
2. Finances	<ul style="list-style-type: none"> <li>Confirmed 11B411 contributions and that Year 1 should have received refund by now.</li> <li>TE confirmed payment of £60 from Jays Ices</li> <li>Last few expenses to be confirmed but committee very proud to announce over £15,000 has been raised this year.</li> </ul>	
3. Summer Fete	<ul style="list-style-type: none"> <li>Lots of good feedback and event went very well.</li> <li>A good attendance from both school families and local community.</li> </ul>	

	<ul style="list-style-type: none"> <li>• A big thank you to all the parents and staff who volunteered, we had enough to ensure volunteers were not over stretched during event.</li> <li>• BBQ was very popular – Thank you to SK &amp; SF for being on the grill!</li> <li>• The food warmer made a big difference.</li> <li>• All the games were very popular and Beat the Goalie was a particular favourite and thanks to RB &amp; RC for running it and the additional trophies.</li> <li>• The inflatable worked very well and will be booked again for next year.</li> <li>• The ice buckets on refreshments worked very well and kept drinks cold.</li> <li>• Sweets cones &amp; cookies sold out.</li> <li>• Thoughts for next year: <ul style="list-style-type: none"> <li>○ Sell raffle tickets in advance</li> <li>○ Sell advertising in event booklet.</li> <li>○ Sun cream for volunteers</li> </ul> </li> </ul>	
4. Sports Day	<ul style="list-style-type: none"> <li>• Refreshments to be sold by PTA during AM &amp; PM sessions but not during lunch hour.</li> <li>• Gazebos have been ordered so we now own 9</li> <li>• PTA to possibly give out ice lollies to all children – final decision on timings etc TBC</li> </ul>	<ul style="list-style-type: none"> <li>• TE to confirm if/when best time to give out ice lollies</li> <li>• LG to arrange volunteers to help sell refreshments.</li> </ul>
5. Second hand uniform	<ul style="list-style-type: none"> <li>• From September PTA to hold regular after school sales of stock.</li> <li>• A bin for parents to provide donations to be purchased and put outside office twice a week.</li> <li>• Regular reminders to donate to go out to parents.</li> </ul>	<ul style="list-style-type: none"> <li>• LG to investigate costs of donation bin.</li> </ul>

6. Outdoor classroom	<ul style="list-style-type: none"> <li>• The classroom is now built and path to be completed in next few days.</li> <li>• Official opening ceremony at Sports day to celebrate with parents what their support and donations has purchased for the school.</li> </ul>	<ul style="list-style-type: none"> <li>• LG to liase with SK on details for Sports Day</li> </ul>
7. Ice Cream Friday	<ul style="list-style-type: none"> <li>• Next sale to be held on 8<sup>th</sup> July – Weather depending!</li> </ul>	<ul style="list-style-type: none"> <li>• LG to organise purchase of ice creams &amp; volunteers</li> </ul>
8. Year 6 BBQ	<ul style="list-style-type: none"> <li>• School to purchase food, napkins &amp; plates for BBQ.</li> <li>• PTA has fruits shoots &amp; buns already in stock that can be used.</li> <li>• Gas &amp; buns to be brought into school on Monday 18<sup>th</sup></li> </ul>	<ul style="list-style-type: none"> <li>• LG to arrange items to be dropped to school.</li> </ul>
9. AOB	<ul style="list-style-type: none"> <li>• PTA to send out PTA newsletter before the end of term</li> <li>• Fireworks confirmed for 5<sup>th</sup> November, invoice to be paid for deposit as soon as received.</li> </ul>	

Next Meeting Date: TBC