

King's Meadow School Parent Teacher Association
Registered Charity No. 1040217

Wednesday 12th January 2022 at 7.30pm KMS Meeting Room

COMMITTEE MEETING

Ordinary Business

- 1] **Attendees:** Becky Nash (Chair), Katherine Eley (Vice Chair), Claire Few (Secretary), Michelle Dye (Vice Secretary), Dawn Lewis (Treasurer), Mrs Powell (Teacher), Miss Roche (Teacher), Craig Williams (Parent), Anthony Connor (Committee Member), Nicola Scales (Committee Member)
Absence: Mrs Daulton (Head Teacher), Mrs Merrett (Teacher), Nicki Baynes (Committee Member), Fiona Holman (Committee Member)
- 2] **Minutes of the Committee Meeting AGM held on Wednesday 10th November 2021 –** Agreed. To be forwarded to the School Office to be shared on the School Website. **Action Required MD**
- 3] **Matters Arising from the Minutes:** None.

Once minutes of the PTA Meeting have been approved by Becky, these will be sent via Messenger for PTA to look at. **Action Required MD**

- 4] **Treasurer's update:**
 - Christmas Fayre £2912, with profit on the raffle of £1598
 - Christmas cards £648

The above all raised more than last year.

- Quiz Night £464
- Christmas Shopping Event £364

- Bank currently has £11,142, with a £7600 opening balance.

There is still a lot of stock of the tea towels. Half of the stock has been sold, so we have only covered the cost of buying them. These are now for sale on the PTA website. Foundation, Years 1 and 2 have mostly sold. Years 3, 4, 5 and 6 still lots of stock. Years 5 and 6 hopefully will go at the end of the year. Tea Towels will be sold at the Easter and the Summer Fayre.

Years 3 and 4 Tea towels can be sold at the Year 4 play on 29th and 30th March.

- 5] **Round up of Last Terms Events:** Huge success on the events held last year: Christmas Fayre worked well the layout and some activities being outside. Although the PTA purchased crafts for the Foundation/Nursery stall, which was communicated with the

staff in Foundation, this became lost as they still came along with items to sell that they had made.

Nativities – daytime refreshments to be reviewed for 2022, as the parents just came in and sat down as the performances started promptly and there was no time for them to purchase refreshments. The raffle worked well, as volunteers could walk round once they were seated.

Possible solution could be to offer just cans of drink and crisps, which we could walk round with the raffle.

£162 was made on refreshments and tea towels .

More volunteers are needed for refreshments and set up at these events.

6] **Film Night:** This has been confirmed for Friday 25th March. PTA to sell tickets at an agreed price of £4 this will go towards the purchasing of popcorn and drinks. A list of names that have purchased a ticket will go the Teachers. Mrs Powell to let the PTA know how many DVDs or what to stream for the film night. **Action Required Mrs Powell**

7] **Disco:** Friday 11th February has been put in the diary. We need to confirm with the DJ if this is still going ahead. Mrs Powell to confirm with Mrs Daulton and also ask her if Foundation are to be invited to this Disco. **Action Required Mrs Powell**

If Foundation are to attend, a parent will need to come along with them. Due to safeguarding and numbers of people in the hall, the PTA will run a Tea Room in the Library/Staff Room for the parents to sit in while their child is at the Disco. Only 1 parent per child and if they have siblings under school age they can sit with them in the Tea Room. Refreshments to be served would be donations and cash only.

Nicola is currently looking online for items to sell at the Disco.

Due to safeguarding no mobile phones will be allowed at any future Disco's.

The PTA need to purchase brooms for the next Disco, these will be kept in the lock up.

Teachers available to help at the Disco are: KS1, Miss Ryckowski, Ms Rainer, Mrs Ward. KS2, Mr Roberts. Ms Scott, Mrs Woodward.

The money taken at the Disco, will go into Mrs Daulton's office, in one of the cupboards. Mrs Powell to ask Mrs Daulton if this ok **Action Required Mrs Powell**

The money could always be counted halfway through the evening if there are enough volunteers. If the money is taken to Mrs Daulton's office after the Disco, Becky and a member of the PTA would count the money in the SEN room on the Monday. Dawn confirmed she is happy for Becky to do this before it's taken to the bank. **Action Required BN**

- 8] **Mothers Day Shop:** Gifts have already been purchased. Agreed that the cost of each present would be £2. The Mothers Day Shop will run from 21st – 25th March in the afternoon. Miss Roche confirmed the shop could run from outside her class. PTA would need a timetable from the Teachers for the times and classes. **Action Required Mrs Powell**
- 9] **Easter Tea Room / Tombola:** Mrs Lee has confirmed Thursday 7th April. A cafe will run in the hall. Children to bring in an Easter egg the Friday before in exchange for non-uniform. Mrs Powell to confirm when the PTA can come in, to label the eggs up for the Tombola. **Action Required Mrs Powell**
- 10] **Sledgehammer:** Sledgehammer have confirmed Saturday 5th March with Claire. Mrs Powell to confirm with Mrs Daulton if this event can still go ahead. The PTA would need a teacher to open and close the school (midnight to lock up).

Cost for Sledgehammer is £600 and they have their own stage and public liability insurance. 100 tickets will go on sale at an agreed price of £10 plus 25p admin fee as these will be booked through the PTA Event page. PTA to ask people attending to carry out a LFT test before attending the event and not to attend if they have any COVID symptoms.

Becky to obtain alcohol license for the event.

- 11] **Sponsor a Brick:** Anthony looked into the sponsor a brick as a possible fundraiser. This could be a wall in the new Quad, where you purchase a brick which is then etched with your name/family name. Mrs Powell to ask Mrs Smith and Mrs Daulton if this is something that they would like the PTA to look into. **Action Required Mrs Powell**
- 12] **Website:** The PTA Events website is looking very bleak. We need the website to tell the parents about our fundraising events and what we are doing. Craig and Anthony to have a look at improving the website and let Becky know. Items that should be available on the website are: PTA minutes, upcoming events, Easy Fundraising, School Lottery, PTA recruitment and images of what the PTA have done. **Action Required Craig Williams/Anthony Connor**
- 13] **Teachers Update:** Nothing to report.
- 14] **Other Business:** Claire confirmed that the Clothing Bank should be delivered before half term, Claire has been in contact with office and there has been an issue with staff/drivers having COVID which has caused the delay.

Tesco Blue Token Scheme: Mr Roberts applied for a minibus 3 years ago which has recently been accepted, due to COVID. Do the PTA still go ahead with the Quad as it will be close to the School asking for a minibus. The grants are for 1st £1500, 2nd £1000 and 3rd £500. The deadline is 31st March for the Minibus. Agreed to wait to see the success of this application before we decide whether to go ahead with an application for the Quad.

PTA needs figures for the Quad, do the School want all the money at once or in sections.
Are the School funding some of the Quad? **Action Required Mrs Powell to ask Mrs Daulton**

Summer Fayre provisional date of Saturday 2nd July, if this event is to go ahead the PTA need to book the bouncy castle and the hire of the BBQ. **Action Required Mrs Powell to ask Mrs Daulton**

- 15] **Date and Time of next meeting** – The next meeting will be Wednesday 2nd March 2022 at the new time of 7.00pm in the KMS Meeting Room.