



**HSPTA Committee Meeting Minutes**  
**Tuesday 6<sup>th</sup> June 2023**  
**Zoom Meeting 7:30pm**

Attendees:

**PTA Committee Members**

Nikki Folland (Chair)	Phillippa Longman	Claire Ansell
Anna Lewis (Vice Chair)	Erin Newcombe	Georgina Staplehurst
Jacqui Cunningham (Secretary)	Liz Dodd	Laura Flood
Charlotte Hartley	Katherine Andrews	Louise Hilton
Kim Palmer-Taylor		

**Apologies**

Zoe Loosemore	Balli Bains
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1. Welcome and Apologies
2. Minutes from last meeting (04.05.2023)

The minutes from the previous meeting were accepted as an accurate record. It was agreed these could be published on the website.

3. Updates from the schools

Junior School –

CH informed the HSPTA that the building plans have been shared with the wider school community. The initial works will start during the summer holidays and will be conducted in three phases.

Following the purchase of the PA system the Junior school have suggested that a smaller portable version would also be a useful addition to the school. NF agreed to raise with Sebastian Day to obtain a quote.

The planning for the year 6 leavers event is well underway. Costs to the HSPTA to be advised. Finally CH suggested that the Year 6 production could be funded wholly or in part with HSPTA funds. Costs are to be determined and CH will advise NF.

Infants –

Large canopies over the KS1 area are planned to enable more outdoor learning. There will also be an initiative to update (repaint and refurbishing) the Yr R classrooms and provision. Redevelopment of the Yr R outdoor area with zoning the different parts of the playground is also planned but no new requests are ready today.

- a. Call Down requests



No call down requests have been made since the last meeting. The schools indicated that there would be requests submitted in the near future. CH outlined that the Windows PCs in the ICT suite need to be replaced and items for the proposed Forest School provision and Gardening Equipment will also be requested. In consideration of the difficult start to school life that the current Year 2 experienced LF advised that a Year 2 Leavers Event has been suggested, PL/LF will work on a formal proposal to submit to the HSPTA.

#### 4. Summer Events Planned

##### a. Superman Sale

The sale ends on Friday 09/06/2023. Children in the Infants school will be picking their gifts on Monday, the Junior school will pick on Tuesday. No late sales will be possible. Gifts will be bagged and sorted on Wednesday for distribution on 16<sup>th</sup> June.

##### b. YR Induction Events

The YrR welcome meeting will take place on 22<sup>nd</sup> June. KA/GS will say a few words on the HSPTA and how new parents can support.

12<sup>th</sup> July there will be a second hand sale in the Hall for new YrR parents books, wellies and uniform will be available.

It was noted there is also a welcome event on 6<sup>th</sup> July for Yr3 in the Junior School. NF agreed to present information about the HSPTA. The committee agreed that if possible, a uniform sale could also be run on that day.

##### c. Sumer Fayre

Leaflets and Games Passports have been produced. It was noted that enough volunteers are now available to run the event, however more would be most welcome.

LF advised that the Eastleigh Lions Club are helping at MerFest (Merdon Junior School Summer Fair) and may also be able to support our event. NF agreed to get in touch with LF's contact.

Yr6 volunteers are still required.

Sponsorship for the event has been secured.

To populate the tombola a dress down day has been agreed for 9<sup>th</sup> June. In return for non-uniform children will be asked to bring a bottle or donate £1.

##### d. Colour Fun

The colour fun will be on the last day of term. The powder has been ordered and the invoice has been paid. Raffle tickets for the colour raffle have been ordered and an explanatory letter for the colour raffle has also been produced. KPT is currently discussing with the site managers how to get water to the colour fun courses.

Volunteers for the colour fun will be opened up to the volunteering group.

A dress down day for the raffle prizes will be held on 13<sup>th</sup> July.

A Facebook live draw for the raffle will be held in the Infant school on Wednesday 19<sup>th</sup> July. This will ensure that winners have time to collect their prizes before the end of term.

##### e. Yr6 leavers party

The planning for the Yr6 leavers party is with Holly. This is all under control.

##### f. Legacy Books



Legacy books for Yr6 and Yr2 will be arranged. NF agreed to follow up with KPT to create the book list.

g. Tea Towels

Tea Towels are available to order on the website. Orders will close on 23<sup>rd</sup> June.

5. Equipment/Uniform

No update

6. Finances

Since the last meeting the following changes have been recorded

Lottery	+£93
Amazon Smile	+£87
Summer Fayre Sponsorship	+£250
Sound System	-£2057

Infant school invoices have also been raised for eid sweets and dance event during arts week.

7. AOB

a. Succession Planning

It was noted that the Secretary and Vice Chair role will both be vacant at the end of this term. An advert will be produced. It was noted that without a person fulfilling the secretary role, the HSPTA would have to be dissolved.

b. Next Committee Meeting

The next HSPTA meetings will be 12<sup>th</sup> September 2023. The AGM will be held on 12<sup>th</sup> October 2023. CH queried if the HSPTA would consider changing the timing of the committee meetings in future as other schools hold their PTA meetings immediately after the school day. The committee agreed this was worth considering.

c. Uniform

It was noted that stocks of small sized uniform are low, and it would be sensible to advertise for old uniform prior to the induction events planned.