



HSPTA Minutes – 11th March 2021 Zoom Meeting@ 19:30

Attendees:

Lou Hilton (Chair)	Phillippa Longman	Katie Ford
Rebecca Hall (Vice Chair)	Zoe Loosemore	Sebastian Day
Julia Whatley (Treasurer)	Kim Palmer-Taylor	Nina Silson
Jacqui Cunningham (Secretary)	Louise Webb	Balli Bains
Liz Dodd	Erin Newcombe	

1) Welcome & Apologies

LH opened the meeting and acknowledged apologies from Charlotte Hartley. Sebastian Day attended the meeting to further understand the fundraising activities in his role as an Infant School governor.

2) Minutes from previous meeting (14.01.2021)

The minutes from the previous meeting held on 14th January 2021 were accepted as an accurate account.

3) Updates from the schools

Juniors

ZL acknowledged the full reopening of the school following lockdown. The children have been very excited to return to class and see friends. The junior school are focussing on wellbeing as there is some anxiety associated with the return.

Infants

PL reported similar feelings in the infant school with the focus on social aspects of school life.

It was acknowledged that the legacy books purchased by the Yr2 and Yr6 leavers in 2020 have now been received by both schools.

PL requested £5000 for the Infant School to purchase a further 16 iPads and charging trolley. These will ensure that a full set is available for the classes to use and will complement the existing iPads. The PTA queried if Apple iPads were the right technology choice. PL advised that an assessment carried out by the Infant school indicated that this platform would best fit the needs. Further it was noted that the "learnpads" previously used in school were a poor choice as they became obsolete very quickly and needed to be replaced.

PL also requested £1500 for the purchase of additional banded reading books to support the children in reading. The school has also received £1300 from families via Scopay donations to restock and refresh the class reading books.

The PTA voted unanimously in favour of both requests

It was noted that the Junior School have not raised a request for payment of the Christmas events. ZL agreed to follow up.

Action: JW provide cheque to Infant School admin office
ZL follow up with payment request for Christmas

4) Event Reviews

a. Gift Amnesty

In January a gift amnesty was advertised requesting any unwanted Christmas gifts to be donated to PTA. A variety of items were donated. Due to lockdown, donors were advised to take these directly to LH's address – it was recognised that this may have been off-putting for parents and it was suggested that if this was to run again it would be better to have donation points at the schools.

b. Family Quiz

The family quiz run by Liz Dodd on 30th and 31st January was very well received, good feedback has been provided by many of the participating families. LD suggested in future it would be preferable to only run one rather than two sessions. LD has already begun planning the next one; it was agreed that it would take place on 10th April with up to 40 teams participating.

LD also advised that she will explore the possibility of including a food option by contacting local pizza restaurants.

It was agreed that the planned Adults quiz should be postponed to later in the summer when fewer restrictions are in place.

c. Craft Bags

It was noted that the demand for holiday craft bags has reduced at each offer. It was agreed that these will be offered for the final time this academic year at Easter.

d. Escape Room

The Escape room is available for purchase via the PTA-Events website. KPT noted that uptake has been slow. Many of the PTA did not know it was available for sale. It was suggested that improvements on how events are advertised are needed. LH noted that 200 users of the PTA-events website have opted in for marketing emails and this may be an option. LD suggested services like whatsapp and telegram.org may be an alternative advertising route.

Action – LH to review messaging services for event communications

5) Spring Event planning

a. Silent Auction

A silent auction will be available for bids in the week commencing 27th March. A wide variety of items have been donated by local businesses. The advertisers in the business directory will also be invited to donate auction lots.

b. Easter Trail

An Easter Trail is being designed by KPT. This will be similar to the recent Sustrans Teddy trail around Chandlers Ford. KPT has received a good response at her request to display clues from families via the PTA facebook page.

c. **Break the Rules**

The break the rules day was proposed for 1st April. It was agreed cash and donations via the website could be accepted. Children will be provided with a list of the rules that can be broken with a donation of 50p per “broken” rule.

d. **Sponsored Walk**

Different options for a sponsored event for children and families were discussed. It was noted that logging steps might be difficult and it was suggested this is postponed to a summer event and combined with a colour run. Just Giving 5K for May might be a suitable platform. This will be revisited at a future PTA meeting.

e. **Bingo**

KPT agreed to explore the potential for a bingo event.

6) Summer Event planning

a. **Committee meeting dates**

Committee meeting dates in the summer term were agreed as 29th April and 10th June

b. **Summer Fair**

It was agreed that it was not possible to make any plans for a summer fair event at this time and this can be revisited at the next PTA meeting.

c. **Year 6 Leavers**

The Year 6 leavers event would probably take the same format as 2020; a garden party. NS to discuss potential dates with Charlotte Hartley.

d. **Legacy Books**

The PTA agreed to repeat the Legacy books activity across both schools

e. **Tea towel**

EN advised that mychildsart.co.uk are offering a tea towel activity which would offer 20% commission, it was noted that this would display a single child’s artwork rather than be something across a class.

The PTA agreed that uptake would be better if a class/year group could be included on the tea towel and alternative suppliers may offer a different service. PL/ZL agreed that this could be facilitated in school similar to the Christmas Cards event. KPT suggested looking at classfundraising.co.uk

7) Equipment and Uniform

a. **Stock take**

A stock take is required before any replenishment of stock can take place. LH to organise with ZL. PTA members were also asked to return any stock from homes to LD.

b. **Gazebo**



The Junior school will reimburse the PTA for the cost of the broken Gazebo. It was suggested prior to purchasing another that a request on the local facebook pages (e.g. Chandlers Ford Neighbours) might be successful.

c. **Shed Break in**

The damage sustained in the break in needs to be assessed.

8) Finance and Governance

a. **General Update**

JW provided the following treasurers update on transactions since the last meeting

Business Directory	£101.29
Donations	£115
2 nd Hand Uniform	£23.76
Lottery	£380
Sponsorship (Sparks Ellison)	£250
Craft Packs	£87.84
Balloon Race	£100
Quiz	£245
Amazon	£66.44

Outstanding receipts were noted as follows:

Juniors receipts for the Christmas Events and the iPad purchase

£20 Balloon race payment for the winning balloon

LD informed the PTA that she would donate the January quiz prizes. The PTA acknowledged this kind donation.

b. **Golden Draw**

JW was pleased to note that the Golden Draw is now closed, the final payee has been traced and the payments have been stopped. An unclaimed prize still remains however this will be added to the PTA funds if the winner does not come forward.

LH noted that JW will be unavailable as treasurer for the next 6 months, during that time LH will assume the treasurer role in addition to the Chair.

9) Survey Feedback

The survey completed in January was discussed. A key finding was that the PTA/Schools need to communicate better with regard to what the money raised is spent on. PL agreed to include information in the next newsletter and will ensure this is included moving forward on a regular basis.

10) AOB

a. **GDPR**

LH reminded the PTA that adherence to the GDPR policy needs to be signed off by all members. Reminders will be sent again to those outstanding.

b. **Spooks and Sparks**

This is provisionally booked for 5th November however it was noted that the firework supplier needs 6 months notice (including payment) to put on the Spooks and Sparks firework display. Alternative suppliers should be sought prior to making



a final decision. Therefore, a decision will be needed in May. The PTA were asked if it was responsible to go ahead with an event that usually draws such a large crowd. If it is agreed that it does go ahead a new organising team will be required; the existing organisers have agreed to show the new team how to run the event.