

## Marian Vian PTA Committee Meeting

|                                     |                             |                |                 |                 |
|-------------------------------------|-----------------------------|----------------|-----------------|-----------------|
| Date                                | Wednesday 16t December 2021 |                |                 |                 |
| Time                                | 6:30pm                      |                |                 |                 |
| Location                            | Zoom Meeting                |                |                 |                 |
| Present                             |                             |                |                 |                 |
| Apologies                           |                             |                |                 |                 |
| Members                             |                             |                |                 |                 |
| Tina Luckhurst (Chair)              | Aimee O'Reilly              | Cheryl Reid    | Laura Liverotti | Sarah Bramwell  |
| Kelly Naidu (Vice Chair)            | Amy Brown                   | Dorte Holloway | Liesl Weir      | Sarah Neate     |
| Steven Dunn (Treasurer)             | Anthony Carey               | Elaine Carey   | Marinka Morton  | Sian Holdridge  |
| Rachael Farrimond<br>(Co-Secretary) | Becky Jepson                | Hannah Wakeman | Peter Gibbs     | Stephanie Krahn |
| Claire Heslegrave<br>(Co-Secretary) | Charlotte Hutton            | Jo Schoburgh   | Romina Gonnella | Susan King      |

| Item | <u>Discussion</u>                            | <u>Action</u> |
|------|--|---------------|
| 1    | <b><u>Welcome and Apologies</u></b>          |               |
| 1.1  | TL opened the meeting and welcomed everyone. |               |
| 2    | <b><u>Minutes of the Last Meeting</u></b>    |               |

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| 2.<br>1 | Previous minutes were approved.  |  |
| 3       | <b><u>Treasurer's Report</u></b>   |  |
| 3.<br>1 | Available funds  |  |
| 4       | <b><u>Head Teacher's Wish List</u></b>   |  |
| 4.<br>1 | <p>Music provision improvements:</p> <p>New digital piano (£1500)</p> <p>Portable so can be used for whole year group</p> <p>four pupil keyboards and headphones (£600)</p> <p>The small keyboards would be used by small groups on a rotational basis so would reach plenty of children.<br/>(Probably to start with by year 1 and 2)</p> |  |
| 5       | <b><u>Past Events Recap</u></b>  |  |
| 5.<br>1 | 29th November-Own clothes day £380   |  |
| 5.<br>2 | <p>Letters to Santa bags</p> <p>Numerous Cups faulty- replacement/refund requested.</p> <p>Proceeds: £ 1,415</p> <p>Expense: TBC</p> <p>Profit circa TBC</p> <p>Lessons Learned: Contingency to be included in purchase numbers next year.</p> <p>Will do crafts not cups next year</p>  |  |

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| <p>5.<br/>3</p> | <p><b>Christmas Hamper Raffle</b><br/> 36 Hampers created plus staff hamper<br/> staff prize- won by Mr Lowton</p> <p>Proceeds: £ 2,094<br/> Expense:<br/> Profit circa</p> <p>Lessons Learned: £1 tickets price doesn't prohibit people purchasing</p>   |  |
| <p>5.<br/>3</p> | <p><b>Silent Auction</b><br/> Pledges £1,150<br/> Cost: £57.50<br/> Profit circa 1,092.50<br/> Thanks to Sarah for organising/setting up Jumblebee</p> <p>Thanks to Aimee, Becky, Steph and Patricia Ilorente Gomez for helping obtain items.</p> <p>Lessons Learned: Start in September next year!</p> |  |
| <p>5.<br/>4</p> | <p>Elfridges Gift Shop- used stage to create festive shop<br/> 3 sessions- last one outside under shelter due to COVID.<br/> Hugely successful<br/> Over 1000 gifts bought and sold-</p> <p>Proceeds: £2038.85<br/> Expense:<br/> Profit circa</p>  |  |

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|         | Lessons learned: Need office to organise rota for class visits  |  |
| 5.<br>5 | Christmas Bauble Competition<br>Cancelled as superseded by School Council organised event- PTA not made aware.<br>Lessons learned: TL to attend School Council or updates to be given at Parent Rep Meeting?  |  |
| 5.<br>6 | Christmas post box – went viral!  |  |
| 6       | <b><u>Future Events Planning</u></b>  |  |
| 6.<br>1 | Owners need ed for the following events:<br>Jan: £20.22<br>Roller Disco<br>Your School Lottery launch<br>Feb: Valentines Disco<br>NNU/N Clothes sale<br><br>Mar: Own Clothes Day<br>Raisin Funds/Smarties Challenge<br>Mother’s Day bags<br>Easter Fair |  |
| 7       | <b><u>Any Other Business</u></b>  |  |
| 7.<br>1 | <b>NNU:</b><br>Dorte has stepped down from NNU and new owner is required.   |  |
| 7.<br>2 | <b>PTA Room</b>   |  |

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|         | Storage system and PTA room organisation/inventory needed in new year – any volunteers?  |     |
| 7.<br>3 | <b>Treasurer Initiatives</b><br>Gift Aid – to be set up<br>Electronic banking – to be set up   |     |
| 7.<br>4 | Adventure Playground vs Astro turf or other initiatives?<br>Survey required? Target poster in office/link?   |     |
| 7.<br>5 | <b>PTA Comms:</b><br>Twitter Owner required<br>Instagram/Facebook auto set up<br>Quarterly Newsletter- owner/agree dates<br>Teacher comms- improved<br>PTA Parent Survey         |     |
| 7.<br>6 | <b>PTA Social</b><br>Tina to send Doodle Poll for date   |     |
| 8       | <b><u>Date of Next Meetings</u></b>  |     |
| 8.<br>1 | Tuesday 11 January 7-8pm                      Staff Room/Zoom<br>Wednesday 9th February 7-8pm              Zoom<br>Tuesday 15 March 7-8pm                        Staff Room/Zoom | ALL |

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|--|--------------------------|-----------------|--|
|  | Tuesday 26 April 7-8pm   | Staff Room/Zoom |  |
|  | Wednesday 18th May 7-8pm | Zoom            |  |
|  | Tuesday 14th June 7-8pm  | Zoom            |  |
|  | Tuesday 12 July 7-8pm    | Staff Room/Zoom |  |