


Marian Vian PTA Committee Meeting

Date	Tuesday 18 th January 2022			
Time	6:30pm			
Location	Zoom Meeting			
Present	Shown below in Yellow			
Apologies	Laura Liverotti, Jo Schoburgh, Hannah Wakeman.			
Members:				
Tina Luckhurst (Chair)	Aimee O'Reilly	Cheryl Reid	Laura Liverotti	Sarah Bramwell
Kelly Naidu (Vice Chair) (KN)	Amy Brown	Dorte Holloway	Liesl Weir	Sarah Neate
Steven Dunn (Treasurer)	Anthony Carey	Elaine Carey	Marinka Morton	Sian Holdridge
Rachael Farrimond (Co-Secretary)	Becky Jepson	Hannah Wakeman	Peter Gibbs	Stephanie Krahn
Claire Heslegrave (Co-Secretary)	Charlotte Hutton	Jo Schoburgh	Romina Gonnella	Susan King

Item	Discussion	Actions:
1	<u>Welcome and Apologies</u>	
1.1	TL opened the meeting and welcomed everyone back after the new year.	N/A
2	<u>Minutes of the Last Meeting</u>	
2.1	Previous minutes were approved.	N/A

3	<u>Treasurer's Report</u>													
3.1	<p>SD went through the Auditors Report highlighting that profits for the Autumn Term so far amount to £7,979.67 which includes a profit for the Krispy Kreme doughnut sale of £426.54 plus the Christmas card commission of £792.50 which has not yet been verified as being banked</p>  <p>Auditors report 2021-2022 12th Janu</p> <p>Most profit table events were:</p> <table border="1" data-bbox="264 584 1424 898"> <tr> <td>Hamper Raffle</td> <td>£1,992.71</td> </tr> <tr> <td>Circus</td> <td>£1,760.27</td> </tr> <tr> <td>Elfridges</td> <td>£907.51</td> </tr> <tr> <td>Silent Auction</td> <td>£874.50</td> </tr> <tr> <td>Xmas Cards</td> <td>£792.50</td> </tr> <tr> <td>Santa Goody Bags</td> <td>£555.48</td> </tr> </table>	Hamper Raffle	£1,992.71	Circus	£1,760.27	Elfridges	£907.51	Silent Auction	£874.50	Xmas Cards	£792.50	Santa Goody Bags	£555.48	N/A
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4	<u>Head Teacher's Wish List</u>													
4.1	<p>At December's meeting MR R had requested the following funding requests relating to music provision improvements:</p> <p>New digital piano (£1500) Portable so can be used for whole year group.</p> <p>Four pupil keyboards and headphones (£600) The small keyboards would be used by small groups on a rotational basis so would reach plenty of children. (Probably to start with by year 1 and 2)</p> <p>Mr R has revised this original request and now wishes to only buy the digital piano. This was agreed by the members at the meeting.</p>	Mr R to explore and decide on the schools long term music plans.												

5	Past Events Recap	
5.1	<p>Fantastic outcome for Christmas events considering we were unable to have a fair due to COVID. Positive feedback from parents (children who returned leaky cups for the goody bags received replacements) and the profit for Xmas related events was a very healthy £5,512.16</p> <p>TL asked SB to confirm whether there were any Silent Auction monies expected. TL asked all to confirm that all receipts and expenses have been given to SD.</p>	N/A
6	Future Events Planning	
6.01	Krispy Kreme Doughnut sale- Fri 28 th Jan – volunteers needed after school	TL to send message for helpers.
6.02	<p>Gift Amnesty- Fri 28th at drop off and pick up.</p> <p>Mr R to confirm what the school are doing for World Book Day on 11th March.</p> <p>CH agreed to lead on book sale/swap in the lead up to world book day.</p> <p>Committee agreed not to include Xmas jumpers, Halloween costumes, world book day costumes due to storage limitations and cleaning issues.</p>	<p>CH to discuss previous book sale/swap with TL and to lead on this.</p> <p>Mr R and KN to find bookmarks to sell.</p>
6.03	<p>TWOSDAY:</p> <p>Coin Collection Class Challenge: Donations of 2p's, 20p's and £2 coins.</p> <p>Cash given to Class Teacher's anytime from 20th January up until TWO's Day which is on: Tuesday 22/2/22</p> <p>TL suggested various approaches to rewarding classes:</p> <p>1) The class(es) with the highest % of participants will receive 22 minutes of extra playtime.</p>	

	<p>2) All classes receiving donations equal to or more than £22.22 will receive £22.22 to spend on classroom resources and the class with the highest value of donations will receive 22 minutes of extra playtime and £222.22.</p> <p>Committee to provide input on preferred approach.</p> <p>Committee agreed to:-</p> <p>All classes that raise £22.22 to gain 22 minutes extra playtime and the year group that raises the most money receives £222.22.</p>	
6.04	<p>Your School Lottery- First draw is Saturday 26th February- weekly thereafter. Lottery tickets are £1 per week. For every ticket: 40% is received by PTA as commission; 36% used for prizes (the lottery company get 24% which is used to fund the £25k jackpot as well as on donations to good causes). Players have opportunity to win a National Schools £25k jackpot every week as well as our own School Jackpot which will be variable (comprised of the 36% prize money accrued by our school players).</p> <p>Anthony Carey has kindly agreed to do the marketing.</p>	KN to contact parent who has a direct debit for the 100 club set up to cancel this payment.
6.05	<p>Marian Vian School Class Tea Towels.</p> <p>RF to organise the tea towel artwork to be completed by classes by 11th Feb</p>	
6.06	<p>Valentines Disco- to be rolled over to 18th March and if not 29th April or 20th May to celebrate 90th Birthday/Jubilee.</p> <p>Mr R decided 18th March was too early, agreed to look into 29th April and to roll to May if necessary. May be able to hold outside in April if Covid levels are still too high.</p>	
6.07	<p>Virtual Easter Balloon Race: February kick off for finish date on Thursday 31st March</p>	TL to send message out for a shadow volunteer.

6.08	Easter Trail-	TL to send message out for a someone to lead on this.
6.09	<p>Own Clothes day (for chocolate donations)</p> <p>Suggested date 11th March so does not coincide with World Book Day on 3rd March and 2 weeks before easter fair planned for 25th.</p> <p>Mr R and committee agreed on 18th March (1 week before Easter Fair to ensure eggs don't melt!)</p>	
6.10	<p>Easter fair</p> <p>Friday 25th March- is to be organised for outdoors like last year.</p>	Rachael and Aimee to organise.
6.11	<p>Mother's Day (27th March).</p> <p>Mother's Day Gift Bags to be created and sold for distribution on 25th March- can also be sold at Fair.</p> <p>Help needed to create the bags.</p> <p>All agreed a careful/sensitive approach is needed – "A bag full of love" for those who look after/care for us.</p>	TL to send message out for help creating bags and source items.
6.12	<p>Smarties challenge</p> <p>1st April (last day of school) – SB is organising</p>	SB
6.14	<u>NNU and New Uniform Sales-</u>	

7	<u>Any Other Business</u>	
7.1	<p>NNU:</p> <p>Susan King is currently covering. TBC if she is able to take on permanently or if there is anyone else who would like to own?</p>	TL to send message out for someone to cover this.
7.2	<p>PTA Room</p> <p>Storage system and PTA room organisation/inventory needed: KN and TL will be clearing the room 19th and 20th after 1:30pm and next week- helpers welcome.</p>	
7.3	<p>Treasurer Initiatives and Accounts</p> <p>The 2020/21 accounts are being reviewed by Helen Goward. TL has requested these be completed ASAP so they can be passed on to the second reviewer.</p> <p>SD to provide update on:-</p> <p>Gift Aid – to be set up</p> <p>Electronic banking – to be set up</p> <p>Charity Matching- claim charity hours</p> <p>Matching -gardening – getting the list- updating (parentmail) – awareness comms to parents</p>	SD to progress and provide updated on gift aid, electronic banking, charity matching and matching gardening at next meeting.
7.4	<p>1) Our planned project is for an Adventure Playground. Question has arisen as to whether other initiatives should be considered such as Astro turf or funds towards a long term music strategy?</p> <p>2) On the basis that we made a profit of over £5k at Xmas TL proposes that we sweep £5 into the Special Projects account.</p>	SD to put £5k into special projects account.

	<p>3) TL has purchased a Goal Tracker wall chart target and will put up in school- Mr R to advise location.</p> <p>Committee agreed to :- Put £5k straight into the special projects account</p>	<p>TL and KN to revisit quotes and look into additional quotes. Also decide on whether we wait for the full amount required or build in stages.</p>
7.5	<p>PTA Comms:</p> <p>Twitter Owner required- TBD</p> <p>Instagram/Facebook can be linked so posts on both happen automatically. TBD how to set up.</p> <p>Quarterly Newsletter- owner/agree dates- TL is in process of creating an Autumn Term newsletter</p> <p>Achievement poster created and will be shared after this meeting</p> <p>PTA Parent Survey: Drafted – on hold.</p>	
7.6	<p>PTA Social</p>	<p>Tina to send Doodle Poll for date for a social</p>
7.7	<p><u>AOB</u></p> <p>1) Kelly questioned whether we can plan for the Summer Fair – Mr R agreed we should plan to go ahead with all of the fair being held outside.</p> <p>2) Liesl confirmed she has booked the next Happy school bag collection for 17th May.</p>	<p>KN & TL to plan summer fair. Message to be sent out for shadows for this.</p>
8	<p><u>Date of Next Meetings</u></p>	
8.1	<p>N:B the following dates will be revised to factor in the events schedule and holidays:</p>	

	Tuesday 18 January 6.30-8pm	Staff Room/Zoom	
	Wednesday 9th February 7-8pm	Zoom	
	Tuesday 15 March 7-8pm	Staff Room/Zoom	
	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	