

Marian Vian PTA Committee Meeting

Date	Tuesday 16th June 2022			
Time	7:00 pm			
Location	Zoom Meeting			
Present	Highlighted below			
Apologies	Aimee O'Reilly, Jo Schoburgh, Dorte Holloway, Ian Redgrave			
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

<u>Item</u>	<u>Discussion</u>	<u>Actions:</u>
1	<u>Welcome and Apologies</u>	
1.1	TL opened the meeting and noted apologies	
2	<u>Minutes of the Last Meeting</u>	

2.1	Previous minutes were approved (with removal of incorrect reference to GDPR in AOB)	N/A
3	<u>Treasurer's Report & Updates</u>	
3.1	<p>SD provided update on financial position including:</p> <p>Colour Run at approx £3000 profit Disco at approx £1900 Summer Fair £1400 in credit Lottery now up to £400 Ice Cream sales going well</p> <p>Main issue is that stripe / Sum Up is generating a large amount of payments but it is not always obvious what event they relate to. This makes the treasurer's reporting much more complicated. SB noted that PTA events can be configured to produce treasurer's reports. Need to investigate settings to see if something can be done to improve how the accounting works.</p> <p>Electronic banking - in progress but could take up to 15 weeks to set up the account.</p>	
4	<u>Head Teacher's Wish List</u>	
4.1	<p>Adventure Playground - Completed! Although still awaiting a final health and safety check & policy, along with rota of use etc. Mr Redgrave passed on thanks, which was reiterated by Miss Gonella on behalf of the teaching staff.</p> <p>Next big project - Mr Redgrave has asked the PTA to consider the provision of a MUGA (multi use games area) as the next big project. Approx cost £100k. PTA decided that we would need to reach out to parents at the start of next year, alongside teachers and pupils to create a shortlist of projects with costs and timeframes.</p>	TL to create future projects shortlist, probably through the use of a parent survey regarding the PTA.

	<p>Reception Playground structures - the wooden bus and pirate ship in the reception playground need replacing at a cost of approx £1500. PTA agreed that this could be considered but only if the school investigate more durable alternatives to the wooden structures as these will inevitably rot and need replacing.</p> <p>Ice Creams for Year 5 Outdoor Learning Week - Consideration was given whether it would be appropriate to pay for Ice Creams for Year 5 Outdoor Learning Week - it was generally felt that if the PTA did this for year 5, then it would only be fair to provide something for all the other year groups. On the basis that this would be costly and would set a precedence for future treats, it was decided against.</p>	
4.2	<p>PTA Wishlist</p> <p>New Gazebos - these are needed ahead of the summer fair. Vote has already been conducted. CH to check outcome of vote as these need to be ordered this week.</p> <p>New sumup machines needed to facilitate cash-less transactions at PTA events - this will definitely be required ahead of the summer fair given the move to using tokens only at a number of stalls. Email vote to be held on this.</p>	<p>CH to check outcome of gazebo vote (passed)</p> <p>CH to hold email vote on new sum up machines (passed)</p>
5	<p><u>Past Events Recap & In Progress Events</u></p>	
5.1	<p>Very busy period with a lot of events successfully completed including</p> <p><i>May 6th - Doughnut sale</i></p> <p><i>May 13th - Reception Magic Show</i></p> <p><i>May 14th - Colour Run</i></p> <p><i>May 17th - Bags 2 School Collection</i></p> <p><i>May 20th - 90th Birthday Disco</i></p> <p><i>June 10th - Owns clothes day (summer fair)</i></p> <p><i>June 10th onwards - ice cream sales</i></p>	

7	<u>Future Events Planning</u>	
7.01	<p>July Summer Fair planning: Good progress being made and planning in hand. Major change this year is using tokens rather than cash. These will be sold in advance, alongside wristbands for the inflatables, and provided to pupils in bookbags the Friday before the fair. Also available on the gate. Some stalls such as the bar, cake stall etc will also take cash (so will require a float). refunds for leftover token will only be given for amounts over £5.</p> <p>Estate agent boards – need to make sure these aren't left up too long. Father's Day Bags – decided against doing these New starters events (28th June, 5th July, 12th July) - will do uniform sale at these. KS1 Sports Day (7th July) - need volunteers to sell refreshments KS2 Sports Day (14th July) - need volunteers to sell refreshments Break the Rules Day (15th July)</p>	
7	<u>Any Other Business</u>	
7.1	<p>TENS License Need a personal license holder to apply for this for us. The 3 options we have are:</p> <ul style="list-style-type: none"> a) reach out to school population b) pay for someone on committee (SB) to do this at a cost of approx £150 c) Ring Bromley council to see if we need this or whether we can simply apply for a TENS license for each event <p>Charity Commission Return – completed Gambling return & renewal - Antony looking after this</p>	<p>TL to call Bromley Council re: TENS license</p>

8	<u>Date of Next Meetings</u>	TBC
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