



William Hildyard Church of England
Primary & Nursery School PTA

Minutes of General Meeting
Held on Tuesday 9th January 2024
1.45pm at school

Item	Action
<p>Present: Kirsty Mitchell (Chair), Joanne Fowler (Secretary), Claire McLelland, Philippa Simpson, Joan Rear, Laura Martin (Headteacher), Mrs Oshomha</p> <p>Apologies Received: Amanda Vickers (Treasurer)</p>	
<p>Minutes of General Meeting held on Tuesday 14th November 2023: Agreed as a true record of the meeting.</p>	
<p>Past Events:</p> <p>Christmas Fayre – Friday 1st December Raised £1035.30. Discussed changing the timing of the Fayre to straight after school, like the Spring/Summer Fayres. Time needed to set up after school has decreased due to Amanda’s dad having created a pop-up grotto in a gazebo which can be put up quickly. If we need to set up in classrooms, Mrs Martin suggested that the class affected could relocate to another room, eg the library, whilst the room was set up. An earlier start time would be better for younger children as the Fayre would not go on as late. It would also be better for staff as they would not have to stay so late and would fit within the caretaker’s hours. The staff were thanked for all their support at the Fayre as there had been very few parent helpers this time. The Year 6 Games Room would need to be run differently next time as money had been taken from the floats. A token system was suggested whereby there is one payment station on entry, and this entitles you to play all the games in the room. There needs to be more than one adult in this room.</p> <p>Christmas Raffle Over 40 prizes. Some had still not been collected from Philippa. Raised £578.19. Thanks to all who helped with this.</p> <p>Tea Towels These sold well, especially at the Grandparent’s Morning. It was a long time since one had been made and all the children on the previous tea towel had left. Repeat in a few years. Approx 50 left. Can continue to sell at other events. Raised £383.</p>	
<p>Forthcoming Events:</p> <p>Disco (date TBC) Not booked yet, dates suggested were Thursday 29th February or Thursday 7th March. Kirsty will check with Mark Turner. She will ask him if he could start earlier; possibly start straight after school (for the same reasons as starting the Christmas Fayre earlier) Moving the disco to a Thursday would be better for the staff but the children will have school the next day, so an earlier start time would be preferable.</p>	Kirsty
<p>Future Events:</p> <p>Mothering Sunday Gift Stall – Friday 8th March 2024</p>	

<p>Bag2School Clothing Collections-Thursday 14th March & Wednesday 10th July 2024</p> <p>AGM – Tuesday 23rd April 2024 at school 7pm</p> <p>Spring Fayre-Wednesday 22nd May 2024 from 3.30-4.30pm</p> <p>Sport’s Day Refreshments – Friday 7th June 2024 No hot drinks to be sold due to safety concerns.</p> <p>Marvellous Men Gift Stall – Friday 14th June 2024</p> <p>Summer Raffle (Date TBC) Smaller than Christmas raffle. Philippa to organise. Joanne gave her two Belton House vouchers that arrived too late to be used for the Christmas raffle.</p> <p>July Disco & Y6 Leaver’s Fish & Chips-Thursday 18th July 2024 (Date of Disco TBC) Kirsty will arrange the disco with Mark when she arranges the March disco.</p> <p>Carnival Stall (Date TBC) Amanda and Kirsty will organise.</p> <p>Raft Race stall-Sunday 4th August Amanda and Kirsty usually organise and run this and are happy to do so this year.</p>	<p>Philippa</p> <p>Kirsty</p> <p>Kirsty & Amanda</p>
<p>Other Matters:</p> <p>Mud Kitchen for Y1 & Y2 Not purchased yet. Philippa will see if Men in Sheds can make one.</p> <p>PTA Newsletter Kirsty will write a Spring newsletter.</p> <p>Christmas Cards Designed by Children Need organising as soon as school starts back in September. Possibly send off for the kit before the summer holidays. Use “Classfundraising”? (Same company as tea towels.)</p> <p>Pre-Loved School Uniform The PTA will no longer be involved with this due to the logistics of trying to store and access the uniform.</p> <p>PTA Facebook Charity pages–Used occasionally.</p> <p>Amazon Wish List – Keep ticking over for now, as has had some purchases over Christmas.</p> <p>Environment Area Update Joanne met with Ian Davies, who had done a lot of work on the Environment Area last summer. He updated her with what still needed to be done, which is: The shed needs two pieces of 2mx1m plywood on the roof to mend a hole; the bench needs planks replacing; the pond needs to be cleared which will</p>	<p>Philippa</p> <p>Kirsty</p> <p>Amanda/Kirsty /Philippa</p> <p>Joanne</p>

<p>require most of the irises to be removed and the water taken out and then refilled. An aerator would be helpful to keep on top of pondweed; Sensory garden-Ian will ask William Booker if he can help with this; Stage area needs power washing and some of the decking replacing; Bench-there is a bench which is hidden by vegetation which could be revealed. Ian is happy to come back and help again. He has contacts at the Rotary/Round Table/Lions (NB I have forgotten which group he mentioned, apologies! JF) and they have funds available to help with the renovation. The only problem is access to the school at a time which suits them. Mrs Martin will contact Peter Hilton, the Chair of Governors, to ask if he would be happy to open the gate to the field. No access to the school would be needed as the toilets at Tesco could be used.</p> <p>Website Mr Baker updated before he left. Mrs Welch and Miss Remnant can update. Joanne to send minutes of meetings and accounts. Kirsty still needs a photo of herself to put on the website.</p> <p>Wooden Play Equipment Storage Boxes – Philippa to contact Men in Sheds at Swines Meadow.</p>	<p>Mrs Martin</p> <p>Kirsty</p> <p>Philippa</p>
<p>Treasurers Report: Accounts & Expenditure:</p> <p>Income: £3140.58 Expenses: £1,155.78 Committed Expenditure: £1,027.63 Funds Available minus Committed Expenditure: £6,041.01</p> <p>Amanda was unable to attend the meeting but suggested that the method for distributing petty cash be changed. If staff would like to claim petty cash from the PTA for consumables, they can give their receipts to Amanda (who is in school on Wednesdays) or email them to the PTA and then Amanda will reimburse them personally. This means that there is one job less for Mrs Welch to do and Amanda can keep track of the receipts for accounting purposes. This was agreed. Joanne will let Mrs Welch know.</p>	<p>Joanne</p>
<p>Any Other Business: Mrs Martin had a few items that the staff had requested from the PTA such as an air fryer, some seating/shaded areas on the Key Stage 2 playground, some moveable benches and some gazebos (could also be used for taking on sporting trips in the summer and on Sport's Day). The PTA would like to have some quotes/estimates for these items. Mrs Martin will feed back to staff.</p>	<p>Mrs Martin</p>
<p>Date & Time of Next Meeting: General Meeting on Tuesday 20th February 2024, 7.30pm at The Vine pub on Church Street.</p>	
<p>Meeting closed at 2.45pm.</p>	