

Crowmarsh Gifford Primary School PTA Minutes

PTA Minutes from: June 12, 2018

The meeting was called to order by Flick Hermsen at 7:30pm

In attendance

Flick Hermsen (Chair) Becs Wilkes (Vice-Chair) Emma Thomas (Secretary) & Mel Cornut (Treasurer – newly voted in as below)

Zoe Bagley, Aimee Bowd, Rebecca Wilson, Pauline Bedford, Sarah Lowe, Anna Franklin, Ruth Watson, Lyndsey Webb, Catherine Richmond, Mariagiovanna Mazzapoda, Julia Lofthouse, Dawn Bevan, Sarah Higgs & Anne Churchill.

Mrs. Barton (Head)

Board

Introduction of new board by Flick Hermsen. Treasurer role voted in. Mel Cornut as Treasurer, Sarah Lowe to assist.

Summer Fete

Summary of Fete success. Proposed to review feedback from parents/carers at school via a Survey Monkey link.

Budget – Review of 2017/2018

Income from events:

Disco	£551.04 (£342.70 + £208.34)
Bag2School	£278.00 (£132.00 + £146.00)
Film Club	£510.73 (£200.00 + £160.73 + £177.60)
Christmas Cards	£284.65
Christmas Fayre	£754.31
Table Top Sale	£97.10
2nd Hand Uniform Sale	£114.00

Non- school uniform day	£232.00 (£87.00 + £145.00)
Bouncy castle hire	£120.00
Summer fete	£2,742.33
Thames run	£3,269.54?
Ice cream Friday	£206 (£66.00 + £19.00 + £120.00 - 6 x more weeks left)
Give as you live	£99.54
Easy fundraising	£60
TOTAL	£9,319.24

PTA Funds supported:

Class Money	£3,500 (£500 per class)
Mrs. Bun	£2,893.00
Gardening Club	£1,610.00
Theatre Trip - transport	£960.00
Explorer Dome	£1,000.00
Bouncy Castle Test	£60.00
Fun inflatable table football	£295.00
TOTAL	£10,318.00

Mel, Sarah and Anna reviewed how to keep track of future spends for PTA. All outgoings will need to be approved via Mel/Sarah in advance. No funds will be approved unless available in PTA account beforehand.

Confirmed that above financials to be made available to parents via website/newsletter.

Mrs. Bun – option for 2018/2019 for Mrs. Garland (TA) and Mrs. Hewer (Parent) to run cookery classes for school. Mrs Barton to look into and review back with PTA board, as Mrs. Bun will need confirmation soon as to plan for next year.

Bikeability

£500 class budget for year 5 to part fund. Remaining amount to be requested from parents/carers so that only partial funding required from home. Revised letter to go out via school confirming.

£25 shortfall for year 6. Requested PTA funding.

2018/2019 – Proposed PTA Funding Plans (VOTES)

It was agreed to put the proposed funds towards the project(s) below. If cost exceeds, the proposal committee will need to review and approve the new figures before the activity, purchase or order can go ahead/be placed.

£100 per class. Christmas Gift from PTA. Must be spent on something 'fun', not necessarily from the curriculum. <i>PTA Budget: £700</i>	YES
£200 per class. Educational, supports the curriculum. <i>PTA Budget: £1,400</i>	YES
Mrs. Bun	PARKED
Gardening Club <i>PTA Budget: £2,800</i>	YES
Theatre Transport <i>PTA Budget: £1,000</i>	YES
Explorer Dome <i>PTA Budget: £1,000</i>	YES
Bikeability – assist year 5, fund half <i>PTA Budget: £500</i>	YES
Bikeability – full funding	NO
Year 6 Leavers – funds to support <i>PTA Budget: £100</i>	YES
Hardship fund <i>PTA Budget: £100</i>	YES

Year 6 - £25 Bikeability shortfall	YES
Thankyou (staff, Thames Run Committee, start/end of PTA) <i>PTA Budget: £200</i>	YES

Proposed Events 2018/2019 – VOTE

Disco (x 2 (Autumn/Spring))	YES
Christmas Fayre	YES
Film Club (x 4)	YES
Bags2School (x 2)	YES
Ice Cream Friday (weekly from after May Half Term)	YES
Summer Fete	YES
2 nd Hand Uniform Sales (x 3)	YES
NEW – Village Hunt (similar to Benson's Easter Trail, suggested to tie in with church and Flower Festival)	YES
NEW – 100 Club	YES
NEW - Spring Crafts (child design, parent/carers able to purchase as tea towel, mug, bag for life etc.)	YES
NEW - Holiday Camp (one week at Christmas, one in Summer Holidays)	YES

Class Reps

Communications to be made to encourage formally re-establish Class Reps. One per class, act as link between parents/carers and PTA. Other responsibilities suggested as below:

- Facebook group maintenance
- Communications to PTA for class queries
- Summer Fete rota organisation
- Christmas Fayre rota organisation

- Arrange collective end of year gifts (if joint gift preferred from class)
- Arrange a class social (low key, meet up)

Other Business:

- Family Camp – booked and going ahead
- Human Football Table – booked and going ahead
- Open field/picnic idea for after Sports Day. Being looked into.
- 2nd Hand Uniform Sale – proposed possible option to have table at New Starters Meeting for 2018 Class R families. Mrs. Barton to confirm dates.
- Facebook PTA Page – old one to be closed by administrator. New one set up due to GDPR. Parents/carers to request to be added. Will be monitored and reviewed yearly to ensure only current parents/carers have access, as well as key members of the community (Rev Kev for example)
- PTA Calender – publish on website, overview for fundraising date plans
- Encourage and publish PTA email address
- Update PTA page on school website
- Rucksacks for Homeless Project – closed. Funds now received

Actions:

Action	Who
Holiday Camp – review requirements to set up	PTA Board
Club 100 – review requirements to set up. ** Caution on wording due to being a CofE school.	PTA Board
Village Hunt – review requirements to set up	PTA Board
Spring Crafts – review suppliers/suitable dates	PTA Board
Class Reps – follow-up on Facebook, communications out to generate interest	PTA Board
PTA page on school website – provide updated content	PTA Board

2 nd Hand Uniform Sale – dates for Class R meeting	Mrs. Barton
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Approval of Minutes

The minutes from the May 1, 2018 approved.

Minutes previously distributed via email to previous attendees via email.

Next Meeting

Motion to adjourn was made at 9:10pm and was passed unanimously.

Next meeting will be in the new 2018/2019 term, TBC.