



PTA Meeting Minutes

Held on 28th March 2019

Present: Erika Augusti (EA), Hannah MacIndoe (HM), Tiffany Forshaw (TF), Elaine Stewart (ES), Aishah Gobir-Kamaldeen (AGK), Rubina Samdani (RS), Amanda Bates (AB), Olga Carey (OC) and Gavin Marsh (GM)

Item	Minutes	Action
1	Apologies Emily Counihan (EC), Ravikanth Vakada (RV), David Spedding (DS), Michaela Thomas (MT) and Sarah Coleman (SC)	
2 / 3	Matters arising from last Committee Meeting 24th January 2019 -Financial allocations: confusion arisen due to multiple items listed under one code. -Benevity, ES awaiting an email from DS, in the pipeline, no rush. -AB confirmed that Mr Greenaway is still looking at the new sports kits and will come back to us with a request shortly (reluctant to replace kits, just get additional larger sizes; possibility of sponsorship). New cross country t-shirts discussed as ours are very similar to another school, agreed to review stock levels of current shirts first. -No update on set up of wonderful.org account from Sabine. -Laser show. TF reported on the potential of holding a laser show on the school field in the Autumn Term. Viable as costs circa £1,500 (20 minutes long) covered by selling tickets. Profit made on stalls running alongside show. Lack of appetite to arrange another event on the run up to Xmas. Decided not to pursue. -Dangerous electric system in garage agreed needs to be rectified ASAP by qualified electrician. Agreed circa £300 to be spent accordingly 18/23 . MT has contacts. -Minutes agreed to be an accurate record of the meeting	RV to liaise with JF directly re allocations DS to send Benevity email to ES AB to continue to chase JG re kits; ES to look at stock levels of current cross country t-shirts TF to ask SB for update wonderful.org account MT to organise electrics
4	Treasurer's Report No report provided however, AGK discussed the following points: <ul style="list-style-type: none"> • £750 transferred back into available funds. • Cakes sales 8th February £90 and 28th March £102 • Bingo and Curry Night 8th March £431.19 • £2k received from GroundworkUK (Tesco) • £300 received from Christmas Fayre sponsor Martin & Pole • £1,750 received from Christmas Fayre Match Funding • £2,700 received from Asda (unsure of breakdown) • £13k still allocated to new adventure playground. ES confirmed discussing quotes for drainage works with Governors before playground can begin 	AGK looking into breakdown of Asda donation as more than expected
5	School Funding Partnership -No new funding requests from school -Request for recycling bins for PTA events. ES explained recycling process at school and Mr Bridges can provide access to the school's large mixed recycling bin for events which is next to the Grundon general waste bin. No recycling facility for glass; funding for four glass recycling tubs circa £20 agreed 18/22	HM to liaise with MT to purchase the tubs
6	Events this term -Cake sales: going well although prices seem to have dropped and takings back around the £100 mark. Felt that Fridays might be better than Thursdays to hold sales, as fewer clubs on and therefore more children around. Possible to hold sales outside on nice days during the summer term. -Disco: 14 th February went well, discussion about the cost of the DJ and whether we should try another company such as Froggies who cost £100 or Sense who provide a	ES to find out if there is a particular reason the cake sales are held on a Thursday AGK to look at the cost

	<p>very interactive disco that can be themed.</p> <p>-Bingo and Curry Night: went well, agreed to take online payments only for the event moving forward.</p> <p>-Bag2School Textile Collection: 29th March no comments.</p> <p>-Easter Egg Hunt: 2nd and 3rd April, we have 230 children taking part, similar to last year. Agreed to take online payments only for the event moving forward because it will resolve the following issues –</p> <ul style="list-style-type: none"> • a number of forms were submitted with no money • office had lots of queries/ requests for change just before booking deadline. <p>-Second hand uniform: the next one is 5th April after which rails to be moved from changing rooms back into the garage.</p> <p>-Cash4Coins: bucket nearly full, remind pupils after the Easter holidays. Two sets of presentation coins donated, agreed to find out the worth of these before including in the bucket in case better value for these can be found.</p>	<p>of the current DJ and when we have booked up to. EA to liaise with disco team to discover views</p> <p>TF to inform Cherry Tilbrook about destination of rails</p> <p>TF to look at value of presentation coins</p>
7	<p>Events Summer Term</p> <p>-Cake Sales (25th April, 16th May, 13th June and 4th July) These dates may change if cakes sales move from Thursdays to Fridays.</p> <p>-Disco and Family Lounge (16th May)</p> <p>-Pool club (Starts 29th May) 31 members signed up the first week membership went live, we normally have a total of around 80 members by the end. Membership applications close 26th April. Chemical auto system being installed end of April; pool operators course 3rd May with five attendees. Guest entrance price raised to £2.50 (50p increase) and first time membership raised to £50 (£2 increase). School swimming lessons not PTA event and with BT MyDonate now closed, ES confirmed they will take payment via the school ParentMail system.</p> <p>-Non-school uniform day (14th June)</p> <p>-Try-A-Tri (15th June) GM has begun to organise event.</p> <ul style="list-style-type: none"> • Advertising of event/ online applications to start beginning of May. • Online poster has been created and is with MT to post closer to event. • Looking to purchase 230 medals and trophies; GM to provide quote • Looking for donation of hi-vis vests and goody bags; GM talking with Wokingham Borough Council (Joyce Stoner, Community Services Support Officer) and Decathlon. ES confirmed we can borrow school hi-vis vests. • GM working on volunteer spreadsheet including core volunteers i.e. Patrick W + shadows on Cycling, Emily C + shadows on Swimming and DS's colleague + shadows on Running. Nigel C on BBQ and Jason S on candyfloss. JA, MH and DD put forward as possible First Aiders for the event, along with any Pool Club volunteers who are First Aiders. • Swimming distances 3 widths (FS&LS), 3 lengths (MS) and 7 lengths (US); to be discussed further by GM and the Try-A-Tri team. • Awards Committee needed if FS/LS presentation is wanted earlier in the day as event leads too busy with running the event to switch focus <p>-Summer Concert/Picnic/ Fayre/ Upper School Stalls/ Copper Trail (27th June)</p> <p>-Second Hand Uniform</p>	<p>TF to organise TENs for Family Lounge 16th May and Try-A-Tri 15th June</p> <p>TF and HM to start asking local companies for the Summer Fayre Auction donations</p> <p>GM to publicise need for Try-A-Tri volunteers at Pool Club training sessions</p> <p>Need to approach possible First Aiders for Try-A-Tri</p>
8	<p>AOB</p> <p>-Disco DJ booking for October 2019, February 2020 and May 2020. Discussed above in Section 6.</p> <p>-Sense Disco Parties. Discussed above in Section 6.</p> <p>-Break the Rules fundraiser. Another school has great success with this event i.e wearing nail varnish to school or different coloured socks whereby pupils pay 50p for each rule they break and a clear list is provided of what rules they can break. ES and AGK not keen on the idea, decided not to take forward as an event.</p>	<p>HM to speak to TN/DN about progressing any unclaimed Gift Aid</p> <p>MT to organise Year 6 Leavers' gifts</p> <p>EA to email Mrs Horlock</p>

	<p>-Gift Aid. HM has been approached by Toshiko Nader, whose husband had great success claiming unclaimed gift aid for a Scouts Group. Agreed to ask David Nader to take a look at this for us.</p> <p>-Year 6 leavers' gifts. Agreed to keep to the same autograph books.</p> <p>-Mrs Horlock kindly donated £10 to the PTA after borrowing the PTA photo booth frame.</p> <p>-PTA Pool shed. Required for the winter pool cover. ES confirmed once again that this can be used by the PTA as we wish. There is room for further items once the pool cover is in there.</p>	<p>a thank you note</p> <p>PTA volunteers needed to move podiums and gazebos into the PTA pool shed once the winter cover has been stored in there</p>
9	<p>Agreed Dates of next meetings</p> <p>-Thursday 23rd May 2019 and Thursday 4th July 2019</p>	

Tiffany Forshaw and Hannah MacIndoe, Secretaries, Aldryngton School PTA

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2nd April 2019