



## PTA Meeting Minutes

Held on 10<sup>th</sup> January 2024

**Present Committee:** Freya O'Mara- Chair (FOM), Mark Wieder- Head (MW), Julie Culham – Acting Deputy Head (JC), Sara Deadman (SD), Tina Shepherd (TS), Natalie Stenson (NS), Khyati Patel (KP), Narsing Rao Chennamaneni (NRC), Rubina Samdani (RS), Victoria Duffield (VD), Priya Ahluwalia Gupta (PA)- 11 attendees

Item	Minutes	Action
	<b>Welcome and apologies</b>	
1	<b>Minutes of last meeting (EGM) 1st November 2023</b> - Outstanding actions/agenda points: <ul style="list-style-type: none"> <li>Treasurer hand over complete?</li> </ul>	<ul style="list-style-type: none"> <li>Bank details have been changed over, need to add the new treasurers to the PTA officers's email.</li> <li>New treasurers are gaining experience 'on the job' with support from outgoing treasurer.</li> </ul>
2	<b>Treasurer's report (KP) (see attachments for full report)</b> <ul style="list-style-type: none"> <li>Match funding has yet to come through for Christmas Fayre and WAP.</li> <li>Current available funds are £24,246, this will be updated once match funding has been finalised.</li> </ul>	
3	<b>Head Teacher's report (MW)</b> <ul style="list-style-type: none"> <li>The school has requested funding for a number of items (please see attached docs for further details and discussion notes).</li> </ul>	<b>All items below agreed:</b> <ul style="list-style-type: none"> <li>LS watercolours (45 sets)- £90</li> <li>Books for Y2 reading comprehension (class sets) - £315</li> <li>Update mainly non-fiction books in library – est. £1000</li> <li>Dyslexia friendly reading scheme for MS - £500</li> <li>Aquilla magazine subscription for US - £230</li> <li>Sensory Trail MS &amp; US – est £1500</li> <li>Wall Art – Hall &amp; Library (option 1) totalling £2130</li> </ul> <b>Estimated total £5765</b> <ul style="list-style-type: none"> <li>Quiet Area – agreed in principle, MW to get quotes</li> </ul>
4	<b>Events this term</b> <ul style="list-style-type: none"> <li>Disco – Thurs 22<sup>nd</sup> Feb</li> <li>Easter Egg Hunt – Thurs 21<sup>st</sup> &amp; Fri 22<sup>nd</sup> March (confirmed with MW)</li> <li>PTA Non Uniform Day – Fri 9<sup>th</sup> Feb</li> <li>Litterbug Club</li> <li>Pool Club</li> </ul>	<ul style="list-style-type: none"> <li><b>NS</b> to organise recruiting a volunteer to shadow with a view to join the Disco team. Need to recruit more match funding people. <b>TS</b> to send list so these people can be approached.</li> <li><b>SD</b> to organise the TENs licence.</li> <li><b>TS</b> to organise non-uniform day</li> <li>Tiffany Forshaw continues to lead Litter Bug Club and is tweaking the format to allow for more participants.</li> <li><b>TS</b> leading Pool Club and has started the admin, first aid training has been booked.</li> </ul>

5	<p><b>Future events/actions</b></p> <ul style="list-style-type: none"> <li>• Mother’s Day</li> <li>• Bags 4 School collection – 25<sup>th</sup> April 2024 <b>TS</b> leading</li> <li>• Art Exhibition – 24<sup>th</sup> May 2024</li> <li>• Panto 2024 quote</li> <li>• Year 6 Leavers party/hoodie/books</li> <li>• Try-a-Tri ( proposed Sat 15<sup>th</sup> June)</li> <li>• Happy Circus (12<sup>th</sup> July 2024)</li> </ul>	<ul style="list-style-type: none"> <li>• <b>TS</b> to lead – simple idea for children to take home to give to a loved one on Mother’s Day, for a small donation (circa £1). Approached Mr Bridge re his painted rocks, <b>TS</b> to follow up.</li> <li>• <b>SD</b> to work with Brenda Goodchild on Art Exhibition. Funds agreed and <b>SD</b> to liaise with Maiden Erlegh school to ask if we could borrow the stands for the artwork to be displayed on.</li> <li>• Panto- the school hasn’t received a quote from the panto due to Mrs Coleman being their contact and she has now left the school. <b>FOM</b> to send <b>MW</b> the contact details and he will arrange the office to contact the company and handle the arrangements moving forward. The PTA have agreed to fund in principle pending quote.</li> <li>• <b>TS</b> and <b>SD</b> to liaise with other year 6 parents to arrange party etc.</li> <li>• <b>TS</b> to speak with David Spedding to see if he has had any volunteers for Try-a-Tri before communication is sent out to request a lead.</li> <li>• <b>TS</b> to send communications to build a team to organise the Happy Circus. Amanda Ellis (previous lead) has reached out to support this.</li> </ul>
6	<p><b>AOB</b></p> <ul style="list-style-type: none"> <li>• Quote for cross country flag</li> <li>• Blinds for Chestnut room</li> <li>• Aldryngton logo T-shirts</li> <li>• Outside lighting in car park for pick-up after dark</li> </ul>	<ul style="list-style-type: none"> <li>• Previous flag has been mislaid, <b>NS</b> continues to look for it but has asked Julia Franks to get a quote for a new one. <b>NS</b> is also going to buy a tarp (<b>TS</b> to check if she has one first) to enable bags and coats to be placed down and allow the children somewhere to sit. Gazebo would be too big.</li> <li>• <b>RS</b> is getting quotes for a blind as Chestnut room is in full sun. Will also look into quotes for lighting, chalkboards and mats. Toys that the PTA purchased have been received and are well used.</li> <li>• <b>MW</b> to speak with staff as they had a number of ideas regarding Aldryngton logo t-shirts to finalise.</li> <li>• PTA funded outdoor lighting has made pick up much safer after dark and continues to work well.</li> </ul>
	<p><b>Date of next meeting – Wednesday 24<sup>th</sup> April 2024 7pm via Teams</b></p>	

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*1st written: 11.01.24*