



# PTA Committee Meeting Minutes

Held on 1<sup>st</sup> May 2024

**Present Committee:** Freya O'Mara (Chair-FOM), Mark Wieder (Headteacher-MW), Sara Deadman (SD), Priya Ahluwalia Gupta (PA), Victoria Duffield (VD), Tina Shepherd (TS), Amanda Ellis-Walker (AE), Narsing Chennamaneni (NC), Khyati Patel (KP), Anna Arrowsmith (AA), Rubina Samdani (RS)– 11 attendees

Item	Minutes	Action
	<b>Welcome and apologies</b>	Natalie Stenson & Amanda Bates sent their apologies.
<b>1</b>	<p>Actions from last meeting 10<sup>th</sup> January 2024</p> <ul style="list-style-type: none"> <li>• Playground quiet area quotes</li> <li>• Aldryngton logo t-shirts</li> <li>• Panto quote</li> <li>• Chestnut Room items</li> <li>• Disco team new recruit</li> </ul>	<ul style="list-style-type: none"> <li>• Two quotes received with Pentagon quote preferred as matched what the student council requested and company have been used successfully before – £14,595. Decided to place on hold due to currently having £24,246 available funds and to ensure we have sufficient to cover items of a higher priority.</li> <li>• School have received t-shirt samples but these had an additional manufacturer's logo on. Investigating further.</li> <li>• Panto quote received £1,102 and deposit paid.</li> <li>• Chestnut room blinds have been ordered but sent for re-print as incorrect design sent. Hoping to be delivered asap. <b>RS</b> agreed to let us know when arrived so we can take some pictures.</li> <li>• Natalie Stenson to continue to recruit and organise shadowing for Disco.</li> </ul>
<b>2</b>	Treasurer's report	<ul style="list-style-type: none"> <li>• Total Funds £50,656</li> <li>• Sinking/restricted fund £34,081</li> <li>• Available funds £24,246</li> <li>• Sinking/restricted fund defined as an emergency fund kept for essential items if they need replacing/repairing quickly. It was set up around 8 years ago when the pool pump and heater failed and needed replacing overnight. It was discussed that we need to increase the 5% taken from each activities profits to put into the sinking fund due to the increase of prices. To be defined.</li> <li>• Also confirmed that £4,500 in committed funds is for Happy Circus.</li> </ul>
<b>3</b>	Head Teacher update and funding requests (MW)	<ul style="list-style-type: none"> <li>• Finances are challenging and Aldryngton are the least funded by the council. Need to factor this into proposed projects.</li> <li>• Previously agreed items: Sensory trail booked for May half term to be constructed outside MS and Maple, watercolour paints &amp; dyslexia friendly reading books received, wall art is being confirmed and winners of mascot competition will be used but no timeline for installation, signage outside the front gates has been deemed too expensive.</li> <li>• Pool issue: currently uses 3G which is being withdrawn so will need an upgrade. TBC</li> </ul>

		<ul style="list-style-type: none"> <li>• School council budget: <b>£500 agreed</b> unanimously for the children to renew playground equipment. Deemed a good compromise as unable to fund the Playground Quiet Area. <b>MW</b> to ask school council for ideas to raise more funds.</li> <li>• NACE membership <b>£325 agreed</b> unanimously to trial the scheme that provides resources and training to teachers for more able children. This follows the recently completed Arts Marks accreditation and the Values award that will be completed next year. Maiden Erleigh are already accredited and once trialled we can decide if this should be pursued.</li> <li>• Interactive whiteboard in Maple needs replacing <b>£1600 agreed</b> unanimously and <b>MW</b> to check status of others. Projectors and bulbs have been reused from previously replaced whiteboards so it is only when the whiteboard itself is faulty that we need to replace.</li> <li>• Mrs Dunn has requested a subscription to Discovery Ed to renew videos used in PHSE as these were dating back to the 1990's. <b>£495 agreed</b> unanimously for 12 month subscription (promotion if purchased before May will give 14 months for price of 12 and will mean we can use for 2 years as only needed for Summer Term 2).</li> <li>• Mrs Bates has requested 5 sets of armband floatation devices to be used in swimming lessons - <b>£150 agreed</b> unanimously.</li> </ul>
4	Events this Term	<ul style="list-style-type: none"> <li>• <b>Pool Club</b> – Rota email going out today and due to open next week. Membership down from 69 last year to 45. <u>Options discussed to get new parents interested in joining as otherwise pool could close.</u> Last year new cohort parents received 5 tickets to try the pool with some success. Idea to offer 5 tickets at £25 to be used by Aldryngton pupils who are new to pool club or haven't been a member for 2 years. Feedback received that people were undecided on joining pool club due to time commitments involved. Decided to reduce this to 3 tickets for £15 as a smaller outlay and still cost effective compared to Loddon Valley. Highlighted that parents undertaking this option must supervise their own children whilst in the pool.</li> <li>• <b>Disco</b> (Thurs 23<sup>rd</sup> May) – organisation underway and Family Lounge to be held in MS classrooms due to difficulties with flow of children if held on the field.</li> <li>• <b>Art Exhibition</b> (Fri 24<sup>th</sup> May) – artwork currently being framed and need to recruit volunteers for set up, taking payment, ushers to direct parents and to take down (VD, KP and RS kindly offered to help but will need more people). <b>TS</b> agreed to help <b>SD</b> create a sign-up sheet. Suggested Year 6 children could also help.</li> <li>• <b>Father's Day gift sale</b> (w/c 10<sup>th</sup> June)– <b>TS</b> organising a pop-up stall and has found a wholesaler to buy the gifts from. Will need volunteers.</li> <li>• <b>Try-a-Tri</b> (Sat 15<sup>th</sup> June)- Sam Kenwood to lead supported by Oliver O'Mara and other yr2 parents. Forms are going out next week so it is all finalised by half term. <b>TS</b> to speak with Microsoft parents to Match Fund.</li> </ul>

		<ul style="list-style-type: none"> <li>• <b>Ice Lolly Sales</b> (14<sup>th</sup> &amp; 27<sup>th</sup> June, 5<sup>th</sup> July) – Anil organising and profits used for Year 6 party.</li> <li>• <b>Happy Circus</b> (12<sup>th</sup> July) – <b>TS &amp; AE</b> to lead. Invoice needs to be paid 1<sup>st</sup> July 2024 <b>NC</b> to organise. Paper tickets at £11 each agreed. Sweets/bar agreed as easier for admin. <b>FOM</b> to speak with Michelle Harris re sweet cart. <b>AE</b> to speak with <b>SD</b> re TENS. Promotional flyers discussed to ensure all tickets sold. Agreed to rebook every 2 years.</li> <li>• <b>US stalls</b> - <b>MW</b> to check school diary as we are not holding an Eid fayre due to Happy Circus. Idea to hold an enterprise event or tie into Try-a-Tri.</li> <li>• <b>Litterbug club</b> – agreed to be ongoing.</li> <li>• <b>Year 6 leavers party</b> (Mon 22<sup>nd</sup> July) - <b>TS &amp; SD</b> to lead, theme idea obtained, reached out to US teachers and Mr Vinluan for lifeguard. Aldryngton ex-pupil to take photos.</li> <li>• <b>Make the Rules Day</b> – tentative date 11<sup>th</sup> July to tie in with promo for Happy Circus (dress in something funny). Need collection tins on gates as people forgetting to pay online. <b>Anil</b> to lead.</li> </ul>
5	Future events	<ul style="list-style-type: none"> <li>• Autumn term: Create a card, Diwali Fayre, Disco, Bag2schools, WAP, Carol Singing and Christmas fayre all to be discussed at next meeting. Consider Father’s day wholesaler for WAP.</li> </ul>
6	AOB	<ul style="list-style-type: none"> <li>• Newsletter – <b>VD</b> to collate and look into including info about fundraising necessity and the need for more volunteers. Also to look to display in FS, LS &amp; MS classroom windows so parents waiting at pick up can read. <b>TS</b> to include <b>VD</b> in new parents communications.</li> <li>• Re-useable drinking glasses for Family Lounge – <b>VD</b> agreed to source dishwasher safe glasses to be used for serving wine at £2 each. Agreed to buy 20+ to cover breakages.</li> </ul>
7	Next Meeting (AGM) Wednesday 18 <sup>th</sup> Sept 2024	

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1st written: 2<sup>nd</sup> May 2024