



# PTA Meeting Minutes

Held on 7th May 2025

**Present Committee:** Freya O'Mara - Chair (FOM), Mark Wieder- Head (MW), Sara Deadman - Secretary (SD), Tina Shepherd – Co-Chair (TS), Anna Arrowsmith (AA), Aneesa (A), Sam Kenward (SK), Mariana Macey- Bance (MMB), Narsing Chennamaneni – Treasurer (NC), Tiffany Forshaw (TF), Khyati Patel (KP), Amanda Ellis (AE), LM (LM) – 13 attendees.

Item	Minutes	Action
1	<b>Welcome and apologies</b> – Victoria Duffield sends her apologies.	
2	<b>Treasurer's report (NC)</b> <ul style="list-style-type: none"> <li>Available funds as of 31<sup>st</sup> March 2025 £30,698</li> <li>Committed funds to school £12,683 – for pool repairs</li> <li>Match funding had been received since the last meeting.</li> </ul>	<ul style="list-style-type: none"> <li><b>TF</b> to continue liaising with Shanly re the grant application. Looking to include funds for the new pool cover, replacement skimmers and repairs to the edging of the pool.</li> </ul>
3	<b>Head Teacher's report (MW)</b> <ul style="list-style-type: none"> <li>Thanks given to the PTA and all volunteers for their efforts as the amount raised to date will be invaluable in supporting the school. It was commented that a lot of the financial help is now needed for essentials such as books and other learning materials.</li> <li>Currently the situation remains financially challenging, and this is likely to increase next year with the prediction that the school will be in deficit. Like most schools, we need to be careful with our choices of what we spend our funds on.</li> <li>With that in mind, the school have prioritised the below two funding requests: <ol style="list-style-type: none"> <li>Proposal for MS children to learn an instrument with Berkshire Music Club for 1 term on a rolling programme. Instruments would be brass, ukele, recorder depending on availability of the teacher. <b>Cost of £900</b> for all of MS to participate. <b>Unanimously agreed.</b></li> <li>New stage for school hall. Current stage is very heavy and showing signs of wear. It poses a Health and Safety issue when assembling and disassembling. Expected cost £5000.</li> </ol> </li> </ul>	<ul style="list-style-type: none"> <li><b>MW</b> to organise Berkshire Music Club lessons for MS</li> <li><b>MW</b> to continue to gather quotes for the replacement stage in the school hall for consideration at a later date.</li> <li><b>MW</b> to ask Julia Franks to send visuals to the PTA for review as an aid to decision making about the purchase.</li> </ul>

4	<p><b>Actions from the last meeting</b></p> <ul style="list-style-type: none"> <li>• <b>60<sup>th</sup> Anniversary gift for children</b> – It was agreed that this should go ahead (quote dependant, although this is not expected to be a lot) as it would be nice for the children to have a keepsake. Looking at personalised rulers.</li> <li>• <b>Form to capture parent's interest</b>, who own their own business, to advertise on the website in return for volunteering their services at the school was included in the last newsletter. Next Newsletter to be arranged prior to half term.</li> <li>• <b>Quiz night</b> – it was decided to look to hold this late September as a welcome to the new cohort.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>TS</b> to revisit quotes and will confirm the amount to the PTA via what's app.</li> <li>• <b>TS</b> to review the results from the form.</li> <li>• <b>FOM</b> to lead and find a date for quiz night.</li> <li>• <b>All</b> send any items for the next newsletter to Victoria Duffield: brickvic@hotmail.com</li> </ul>
5	<p><b>AOB</b></p> <ul style="list-style-type: none"> <li>• <b>Summer/Eid fayre - Urgently need a team to organise this. To date no volunteers have come forward.</b> Looking at holding a BBQ, games, Henna/face painting, music.</li> <li>• <b>Try-a-Tri-</b> Discussion held about cost as the price of medals/trophies has increased and half of takings goes towards this. It was agreed to increase the entry cost slightly to cover this : £6 per child. Where families have more than one child entering, all subsequent children will be £5 each (as per last year's cost).</li> </ul> <p>Discussion held about balancing the cost of all events in order to cover increasing costs and ensure that any increase does not form a barrier for children to participate.</p> <ul style="list-style-type: none"> <li>• <b>May half term Trail</b> – 23 families signed up to hold a display for people to visit. Kelly Peacock is kindly designing the map and we are looking to have stations at school to sell to Aldryngton families at drop-off and pick-up.</li> </ul> <p>Discussion held about how to sell to the wider community in order to increase profits. Negative response from Tesco, no response from FAD, Martin &amp; Pole have kindly sponsored for the printing costs. It was thought that other school PTA's would also be struggling financially and would not be amenable to selling on our behalf.</p>	<ul style="list-style-type: none"> <li>• <b>SD</b> to send out a request for volunteers (preferably from this community) to form a team to organise the Eid fayre. A date needs to be agreed urgently to hold this as it would be a shame to miss marking this occasion.</li> <li>• A colour run was discussed as an alternative to the Eid fayre if we are unable to find volunteers. This will be organised as a 'plan B' event.</li> <li>• <b>SK</b> to continue to organise the Try-a-Tri with a view to applications being sent out in a couple of weeks.</li> <li>• <b>FOM</b> to think about how to balance the entry prices and increasing costs across all events.</li> <li>• <b>AA</b> to approach Martin &amp; Pole, Herbies and Waterfall to ask if they will sell maps using a QR code on our behalf.</li> </ul>

	<ul style="list-style-type: none"> <li>• <b>Father's Day sale</b> – TS has procured the stock and will roll over any remaining to be sold at WAP &amp; Christmas Fayre.</li> <li>• <b>Happy Circus – booked for Thurs 24<sup>th</sup> June 2027.</b> No availability for 2026 but on waiting list for cancellations. <b>Deposit £654</b> inc VAT (school may be able to claim the VAT back) with <b>remaining balance £4254</b> inc VAT.</li> <li>• <b>Event Planning – new legislation</b> 'The Terrorism (Protection of Premises) Bill/ Martyn's Law requires venues with a capacity of 200 or more to have a plan in place in case of an attack on their premises'.  Discussion held that PTA events would also fall under this legislation and that we need to put a plan in place for evacuations and lockdowns. Communication will be key and we need to establish a plan for this moving forward.</li> <li>• <b>School books (replenish library and in class texts)</b> – Parents have expressed that they would be happy to help purchase new books for the school but they don't know what is needed or how to go about ordering them.</li> <li>• <b>Local elections</b> – discussed that this poses a good opportunity to raise to the prospective MP's about the lack of school funding and that the PTA is using it's funds to buy basics such as books and necessary equipment instead of more 'nice to have' items that make the children's time at school more enriched.</li> <li>• <b>Swimming Pool mural</b> – LS mum approached the PTA expressing that the school pool area could do with a re-vamp to make it more inviting. A mural including some pool rules was discussed for the inside area and the notice cupboard outside the entry gate to be removed as this is broken.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>TS</b> to confirm the date for the Father's Day sale and organise a request to go out for helpers.</li> <li>• <b>AE</b> to confirm booking with Happy circus, send invoice to NC and to hand over documents to <b>TS</b></li> <li>• <b>TS</b> to contact ParentKind (who provides the PTA insurance) to ask for guidance.</li> <li>• <b>MW</b> to also seek guidance from WBC in addition to that which the school has already received.</li> <li>• <b>MW</b> to organise with the teachers a rolling list of book titles separated per school stage. This can then be displayed on the PTA website.</li> <li>• <b>TS</b> to look into organising a PTA amazon wishlist in order to easily purchase these books.</li> <li>• <b>TF &amp; TS</b> to liaise with the LS mum to discuss plans in more detail.</li> </ul>
6	<p><b>Addendum – Treasurer Support</b>  <b>KP</b> is regrettably standing down from the treasurer's team at the end of the school year. <b>NC</b> will liaise with <b>KP</b> re handover. Thank you for your efforts over your time on the team!</p>	<p><b>If anyone would like to support Narsing in this role please email on <a href="mailto:ptaofficers@aldryngtonpta.com">ptaofficers@aldryngtonpta.com</a>.</b></p> <p><b>Your support would be gratefully received.</b></p>

7	Date of next PTA meeting (AGM) – Wed 17th Sept 2025 7pm via Teams	
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Sara Deadman Secretary for **Aldryngton School PTA** [secretary@aldryngtonpta.com](mailto:secretary@aldryngtonpta.com)

*1st written: 08.05.25*