

Minutes of Trustee Meeting held on 16th January 2023 at 8pm via Zoom

In attendance:

Natasha Hryniewicz (Chair), Charles Brock (Secretary) and Lauren Franklin (Vice Chair)

Apologies:

Keith Mitchell (Treasurer), Fiona Greenaway (Trustee)

1. NH reported on feedback received that the HT would like to open up a line of communication to Parents via the Class Reps. All agreed that this would be a good idea but, as it was not in the original role description given to Class Reps, it should not be assumed that they will automatically do this. **NH will give existing Class Reps first refusal on this before possibly having to look for other volunteers for certain classes.**
2. The possibility of a Film Night was discussed as this had been a popular winter event in the past. Consideration was given to timings with Friday after school suggested as an alternative to a Saturday afternoon – this may solve the issue of the school not having a caretaker to cover weekend activities. **CB to look into possible licensing requirements.** Issue to be raised in upcoming meeting with the HT.
3. An Easter Raffle was considered as was a competition along the lines of children being given a tube of mini eggs and being asked to return them after a few weeks filled with as much change as possible with the winning class receiving a prize. The giving out of chocolates would need to be approved by the School. A further idea was suggested that Charles dress as the Easter Bunny to promote the competition. This was subsequently discussed with Mrs Brock and the idea will **not** be taken forward.
4. At the cake sale on Friday the PTA will set up a table to sell calendars and t-towels at the price of £4 for the two items. This table will also be able to take card payments for cakes to ease the queuing time for the cake stall.
5. Mothers Day Gifts and/or a Secret Shop were discussed and **will be looked into further.**
6. To entice volunteers, tea, coffee and biscuits may be offered to volunteer bulb planters. This will need to take place shortly if the bulbs are to flower this year.
7. LF raised the issue of communication with parents given a feeling amongst Trustees that information does not always 'get through' to the intended recipients and it would also be good to have feedback and suggestions from both parents and children. Thought will be given on **how to take this forward.**
8. LF also suggested that one or more battery powered lights would be useful in the PTA shed given the problem of putting things away after winter or evening events. **Trustees agreed that this should be done subject to cost.**
9. As the PTA has donated significant sums to the School in recent years, CB suggested that expectations for what the charity could do going forward should be managed given that these sums disbursed included reserves built up in previous years as well as a number of grants and one-off donations. Generally it is felt that the PTA could raise c£8,000 in a 'normal' year. Regular commitments in the past have included subsidising swimming lessons and school trips (c£3,000), leaving event and gifts for Y6 (c£500) and Athletics (c£500).

The meeting closed at 8.45pm.

Minutes taken by Charles Brock