MTVS PTA COMMITTEE MEETING MINUTES

Date	15/02/2023
Attendees	Kate Linford (Secretary), Caroline Cooper (Treasurer), Rada Ramsay (Event Coordination), Rachel Honeyborne, Kathy Gordon, Aimee Montgomery, Suzanne Gaynor
Guests	
Apologies	Louise Eyton (Chair)

	Owner
Welcome, Apologies & Declaration of any Conflicts of Interest – nothing to declare	
Minutes of the Last Meeting – approved unanimously	
Financial Update:	
CC updated the Committee as follows:	
£12,494 in the bank account. Some of this is earmarked for previous funding requests which will be paid out by School year end (31/3). CC will liaise with NM to finalise any outstanding payments.	сс
Monies in were from the Y3 cake sale, the £800 grant from the local councillors' members' budget and £250 from Kiddicare Vouchers for which CC applied and PTA was randomly selected for an award.	
Grant Applications/Outcomes:	
AM advised that the Reception outdoor area was well underway and thanked PTA for their support in securing funding. The children had been enjoying helping and some pictures were on Twitter.	
KL advised that we had likely missed the window with an application for a Lottery grant	
towards the Coronation event. As there isn't currently a firm plan about what would be offered, an application would be too speculative to be successful at this stage.	
Requests for Funding – NM had submitted a request for Coronation medals which has been approved. KG will be submitting a request for Coronation decorations.	
PTA 'restructure'	
KL has drawn up a document but asked for ideas to make it more 'readable'. KL will revise asap and circulate for comments.	
Event Planning	
Drop in PTA session at The Shrewsbury Arms / coffee morning at school DATE TBC – coincide with sending out PTA roles document	
Valentines Disco:	
 SG updated on a Valentines Disco being held in the Village Hall on 17th February which will be in aid of the PTA. 	
 Most tickets have sold out although there maybe a few last minute if anyone can't make it 	
 Tickets will need to be taken by attendees to the Village Hall – KL to put a reminder on the PTA Facebook page 	KL

 Superwoman event (Mothers' Day - Sunday, 19th March): KG said that the Club House room would be free from 12pm on Thursday the 16th March but otherwise booked up. PTA agreed that this would not be enough time to get through all the classes before the end of school. Revised plan to create a 'catalogue' of gifts from which the children can select and PTA would pack and deliver to the children on the 17th March Asked for members to keep an eye out for suitable gifts we can use in the shop – KL & CC to go shopping for gifts CC to create event on PTA Events with closing date of midnight 12th March, children select from catalogue on 13th/14th March, PTA wrap 15th/16th and deliver 17th. 	KL/CC CC
 Cake Sales: Y2 cake sale is in plan for 3rd March – RH will communicate to Y2 via WhatsApp to get the ball rolling Y1 and Reception dates TBC Opportunity at Tennis Club 1 st April event – raffle, tombola etc: KL messaged Anthony Wilding to confirm the PTA would like to be involved at the community tennis weekend. We anticipate only being there for on 1st April Will be quite close to the Easter and Coronation events so PTA needs to be 	RH
 realistic about what can be achieved and not overwhelm parents with requests for donations Suggestions include e.g. candy floss machine, Guess the Name of the Teddy, Treasure Map, Lucky Dip etc Anthony was happy for PTA to do the raffle but would confirm that all parties were happy with this. PTA would do pre-printed tickets and sell at this and the Coronation event (lottery licence would be needed) KL to follow up with Anthony Wilding at the Tennis Club 	KL
 Easter (Easter Sunday 9th April): KS1 and Y3/4 will do an Easter Hunt on 31/3 at school. Suggested that Reception is buddied with Y4 and Y1 with Y3. Look at buying chocolate Easter lollies as prizes and find out how many have dietary requirements to ensure everyone is catered for KS2 will be participating in a Cake Competition – plan is to have a winner from each year with an Easter egg prize. Cakes will then be sold after school possibly with tea/coffee. KS2 will be provided by school, a blank egg template to colour in which will be returned and the favourites selected to form part of the Easter trail around the village Key dates: templates sent out w/c 6/3, return w/c 13/3, thereafter PTA laminate from and set up the trail to run from 31/1 until end of Easter holidays 	KL/CC KG
 CC would draw from submissions either via a live feed or in school CC suggested that the trail eggs can also feature a QR code which would allow anyone to scan and be directed to buy the trail map AM will let Preschool know so they can share the trail information to their families Nominal £1 for the trail map – will be an anagram or puzzle along the trail and answers can be submitted by email. Random selection from entries and winner receives an Easter themed prize. KG to do a chocolate bouquet for winner. 	AM

 Coronation event / items (Coronation is Saturday, 6th May; BHs 1st, 8th & 29th): KG advised that someone had booked school for the 6th May but not sure who. Other date was 13th May. It was agreed that 13th May would most likely be better supported as people may take the previous long weekend as an opportunity to go away It was agreed that this would also be the Summer Fair this year Earliest access to the Hall is expected to be approximately 1.15pm on 12th May RH mentioned it's also Eurovision weekend – KL suggested we could include something Eurovision themed Separate meeting needed to plan the event and start getting volunteers 	
Future Event Ideas: Car boot suggested on KS2 and staff car park – Mrs Lyon has given approval. 10/5/23 Rags2Riches Superman event (Fathers' Day - Sunday, 19 th June) Doughnut Sale – w/c 10 th July is National Doughnut Week! Disco (silent?) / movie night Colour Run	
AOB – no AOB	
Date of Next Meeting: 8 th March @ 8pm via Zoom	

Draft Events Timeline

During February: Drop in PTA session / coffee morning 17th February: Valentines Disco 3rd March: Y2 Cake Sale Sales Close for Superwoman midnight 12th March - Children select from catalogue 13/14th March -PTA wrap 15th/16th and deliver to school 17th March 6/3 egg templates distributed to KS2, return by 17/3. 31st March: Easter hunt KS1 plus Y3/4 and Cake Competition. Easter trail round village opens. 1st April - Opportunity at Tennis Club 10/5/23 - Rags2 Riches 13th May: Coronation event (Coronation is Saturday, 6th May; BHs 1st, 8th & 29th) Provisional 17th June: Superman event (Fathers' Day - Sunday, 19th June)