

**MICKLE TRAFFORD VILLAGE SCHOOL  
PARENT TEACHER ASSOCIATION**



Website: [www.pta-events.co.uk/mtvs](http://www.pta-events.co.uk/mtvs)

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FaceBook : [www.facebook.com/groups/mtvspta/](https://www.facebook.com/groups/mtvspta/)

**Meeting Minutes (06/01/2021)**

<b>Attendees</b>			
Louise Eyton	Tracey Lambert	Suzanne Gaynor	Caroline Cooper
Tina Roberts	Rada Ramsey		

**Points and Actions Closed since last meeting.**

1. Movie and Lantern Night : All actions complete
2. Christmas Cards : All actions complete
3. Hampers and Raffle : All actions complete
4. Secret Santa : All actions complete
5. Christmas Trail : All actions Complete

**Year End**

We are still raising the funds for the Key stage 1 playground which is about 10k, and there has been significant money raised already this year. Communications should go to parents to show the figures throughout the year.

**Action:** Tracey will create a post of each month's raised figure and add a line to encourage people to use PTA events.

**Bake Off**

With lockdown, we want to encourage the children to take part in a bake off and win a prize for the best recipe. They will bake or cook something and submit a photograph of it. They should include the recipe, and how they made it along with a description of how it tasted. We will publish these pictures on PTA events and Facebook. Entry will cost £3. There will be a key stage 1 and key stage 2 entry categories. Submissions should be in by 21<sup>st</sup> February.

**Action:** Louise to confirm what the prizes will be  
Once Confirmed Tina to create the flyer/comms  
Tina/Rada/Caroline/Louise to decide how the judging will take place.

Caroline Cooper	Treasurer	Tina Roberts	Chair
Louise Eyton	Chair	Rada Ramsay	Event Coordinator

### **Easter Treasure Hunt**

Instead of doing another trail, we can do a village treasure hunt. The idea would be that the clues would be hidden throughout the village and you have to buy the map, first clue, and answer sheet which will lead you along the way and end at the post office. Each stop will have the clue to the next stop along with a question. The post office will have a list of names of people who bought the clue/map and can give out a chocolate when the people arrive with their completed questions. They can then tick off the name on the list to mitigate any risk to cheating. This needs further planning for details and logistics

**Action:** Rada to do a shoutout of volunteers to plan and arrange this on FB, Whatsapp and PTA events.

### **Deadlines and PTA Events**

Parents/carers are missing deadlines which is causing extra work and last minute planning or not following instructions in the communications. This could be due to PTA events being the new forum and planning due to COVID-19 being more stringent, so more awareness and stricter deadlines need to be enforced. Deadlines will be noted early. Some parents/carers may struggle with online access and we need to manage this with communications and on a case by case basis as we move to more cashless activities and move to PTA events for majority of items.

~~**Action:** To be discussed at the next PTA meeting to decide if a comms plan is needed for PTA events and how to ensure that parents/carers are getting information.~~

**Action:** Add a line to Tracey's post to remind people about PTA events and discuss volume count of registered users at next PTA.

Caroline Cooper	Treasurer	Tina Roberts	Chair
Louise Eyton	Chair	Rada Ramsay	Event Coordinator

## Curry Night

**Curry Night is currently postponed and will be planned again once we come out of full lockdown....dates below to be ignored for now, however actions remain open..**

Curry night will be postponed until after Christmas and will be held on Thursday 28<sup>th</sup> January. Mrs C will make the rice and chicken curry but is unable to accommodate the vegetarian option. Sales of the curry portions will be via PTA-events only. Nicole has approx. 500 containers from the catering supplier which can be used.

~~**Action:** Nicole and Helen Speak with other potential people who could make a vegetarian curry that night. COMPLETE~~

**Action:** Tina to make a flyer for first week in January. The cost will be £5.00 for adult and £2.50 for child

**Action:** Louise to get some bags, but instructions will be given for people to bring bags when they have ordered

**Action:** Louise/Nicole/Tina/Caroline : regroup, 6<sup>th</sup> January to understand the changes in COVID-19 restriction rules and whether timeslots are built into the purchase options on PTA events to ensure minimal contact at pick up time from the school. Decision will be taken 1<sup>st</sup> week in January.

**Action:** Nicole to confirm costs.

## Notice Board for Key Stage 2 Playground

The notice board has been agreed for the key stage two playground; however, the supplier needs a high resolution logo file to make the noticeboard.

~~**ACTION:** Nicole to send a high res file to Louise~~

**ACTION:** Louise to order the board

Caroline Cooper	Treasurer	Tina Roberts	Chair
Louise Eytton	Chair	Rada Ramsay	Event Coordinator

### **Funding Requests and Grants**

Louise has started the application for the Ursula Keys grant. Kate and Fiona have enquired about several further grants, but no further updates available as of today.

Actions remaining outstanding from last PTA events

**ACTION:** A separate grants only meeting should be held to cover the following

- a. What grants are available and timescales for applying?
- b. What does MTVS qualify for?
- c. What information is needed from the school to be able to apply for the grants?
- d. How can expertise from Fiona and Kate be leveraged across the MTVS Grants group for knowledge on the grant submission process?
- e. Can someone keep a central log of all grants available, which are applied for etc?

### **PTA EVENTS**

There is an advertising module within PTA Events. There are multiple options to allow for advertising, there is currently a deal on which gives 3 month free advertising to 20 companies for 3 months. Advertising costs £120 for a full year

**ACTION:** Tina to make communications for advertising specifically for distribution. Printed information will be made available and stuck on the local village noticeboard as well as the post office noticeboard.

### **Ideas for discussion at the next PTA Meeting**

1. Bingo : To be discussed after Easter

**ACTION: All to consider ideas that can be done to fundraise for next year for discussion at next meeting.**

*The next PTA meeting will be held on 10<sup>th</sup> February 2021. There are still openings for people to join the PTA, so please email or contact one of the PTA members if you would like to be part of the group.*

Caroline Cooper	Treasurer	Tina Roberts	Chair
Louise Eyton	Chair	Rada Ramsay	Event Coordinator