

**MTVS PTA
COMMITTEE MEETING MINUTES**

Date	25/01/2023
Attendees	Kate Linford (Secretary), Caroline Cooper (Treasurer), Rada Ramsay (Event Coordination), Rachel Honeyborne, Lisa Davies, Kathy Gordon, Mitch Waring, Suzanne Gaynor
Guests	
Apologies	Nicole McNally, Louise Eyton (Chair)

	Owner
<p>Welcome, Apologies & Declaration of any Conflicts of Interest – nothing to declare</p> <p>Financial Update: CC updated the Committee as follows: Over £11k in the bank account of which £1,100 is earmarked for approved funding requests Since Sept, PTA has raised £3,800 and received additional donations of £321 for the BBQ (local Councillors’ budget), £25 from Castle Park (ticket sales commission), £145 (parent) and £400 from Asda (Green Tokens - earmarked for a TBC outdoor project). There is £800 due shortly also from the local Councillors’ Budget which will be used for Reception’s outdoor/indoor improvements project. It’s been a great start to the year.</p> <p>Thank you to Margaret Parker and Graham Heatley our local Councillors and Committee Members for completing the various grant applications.</p> <p>Grant Applications/Outcomes: As noted above, PTA had successful outcomes for the BBQ and Reception grants in Dec/Jan. No current grant applications in progress.</p> <p>KL has seen that the National Lottery is allowing applications for Coronation Event grants (deadline approx.. 11th Feb, should apply 12 weeks before funding required) – minimum £300 up to £10k. PTA needs to come up with a plan for an event so we can submit an application by the deadline.</p> <p>https://www.tnlcommunityfund.org.uk/funding/programmes/national-lottery-awards-for-all-england</p> <p>Requests for Funding – no new requests submitted. Those approved/paid recently included money towards Y6 leavers USBs, tuff trays, Mr & Mrs Theatre, Y5 swimming coaches and Reception improvements.</p> <p>PTA ‘restructure’ KL went through a suggested mini restructure with a view to getting the best out of the PTA and attracting volunteers. KL will write up role opportunities to give a better idea about what is involved. Once the information is ready to go out, it will be sent round the families and PTA will tie in a drop in session/coffee morning.</p> <p>Event Planning Drop in PTA session / coffee morning DATE TBC</p>	KL

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.
- PTA agreed to promote and sell tickets via PTA. Anticipated cost is £3 per child and adults free. Start 5.30pm until 11pm. Tickets will also be sold via the Post Office and Village Hall. Will need coordination to make sure maximum ticket numbers not exceeded.
- Tickets will need to be taken by attendees to the Village Hall as PTA cannot provide a list of names sold via PTA Events due to GDPR.
- Make sure it's promoted as a 'Family Disco' i.e. parents/guardians must accompany children.
- Crust & Tipple will be onsite for pizza orders
- Village Hall bar will be open for alcoholic and soft drinks
- SG to arrange flyers for school and KL will add to the PTA FB page

SG / KL

Superwoman event (Mothers' Day - Sunday, 19th March):

- Suggested date 17th March for the shop
- KG to check if PTA can have the Club House room or an alternative pitch on that date or as close a date as possible
- Asked for members to keep an eye out for suitable gifts we can use in the shop

KG

All

Cake Sales:

- Y3 cake sale on track for Friday 27th
- MW confirmed communications have gone out and parents have volunteered to help
- Y2 cake sale is in plan for 3rd March
- Y1 and Reception dates TBC

Opportunity at Tennis Club 1st/2nd April event – raffle, tombola etc:

- There is a community tennis weekend on 1st & 2nd April at the Tennis Club and there will be opportunities for PTA to have stalls/games/raffle
- Will be quite close to the Coronation event so PTA needs to be realistic about what can be achieved and not overwhelm parents with requests for donations
- Review what PTA could offer that wouldn't require parent requests e.g. candy floss machine, Guess the Name of the Teddy, Treasure Map, Lucky Dip etc
- KL to message Anthony Wilding at the Tennis Club to express interest in joining in
- If PTA can do the raffle, do pre-printed tickets and sell at this and the Coronation event (lottery licence would be needed)

KL

Easter (Easter Sunday 9th April):

- Previously done a hunt for KS1 and KS2 finding clues and letters and winning a sweet on completion.
- KS1 and maybe Y3/4 do the hunt as per previous years. Suggested 31/3.
- Suggested Y5/6 do an Easter themed optional homework e.g. design an Easter Egg package or decorate an egg. PTA or guest judge and winner receives a prize in assembly
- Further suggestion by LD to run with an Easter egg decoration template, use the submissions on an Easter trail around the village and have an end point with any remaining egg designs on display. Trail walkers can vote for their favourite and the winner gets an Easter themed prize
- 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 offered to do a chocolate bouquet.

<ul style="list-style-type: none"> • Key dates: templates sent out w/c 6/3, return w/c 13/3, PTA judging w/c 20/3, thereafter laminate and set up the trail and run until end of Easter holidays <p>Coronation event / items (Coronation is Saturday, 6th May; BHs 1st, 8th & 29th):</p> <ul style="list-style-type: none"> • Suggestion that this is also the Summer Fair • CC raised an offer of inflatable hire with an obstacle course - £450 all day including insurance and staff • MW suggested a competitive element to the obstacle course with timings and a leaderboard. CC suggested we could offer a wristband for unlimited goes rather than individual pricing • KG to ask about suitable dates (weekday or weekend) as timing may affect what can be offered • KL review if PTA can submit a Coronation funding grant application <p>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, 19th June) Summer Fair Disco (silent?) / movie night Colour Run</p> <p>‘Green’ Credentials – MTVS is going for the Eco Award. KL suggested that the PTA also show support by making sure they are aware of their environmental impact and look where possible to avoid single use items, use paper bags etc</p> <p>AOB – Facebook page member tidy up and join request approvals. KL has reduced number of page Admins and recommended a review of members as officially once children have left MTVS, parents are no longer PTA members. KL will contact NMc to go through current members and remove anyone who no longer has children at the school. KL will contact Kerry T who has been the main admin to pass over the role now that her child has left.</p> <p>Date of Next Meeting: 15th February @ 8pm</p>	<p>KG KL</p> <p>KL</p>
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Draft Events Timeline

- During February: Drop in PTA session / coffee morning
- 17th February: Valentines Disco
- Provisional 17th March: Superwoman event (Mothers’ Day - Sunday, 19th March)
- 3rd March: Y1 Cake Sale
- 1st/2nd April: Opportunity at Tennis Club
- 31st March: Easter Egg hunt KS1
- ?May: Coronation event / items (Coronation is Saturday, 6th May; BHs 1st, 8th & 29th)
- 10/5/23 - Rags2 Riches
- Provisional 17th June: Superman event (Fathers’ Day - Sunday, 19th June)