

**MICKLE TRAFFORD VILLAGE SCHOOL  
PARENT TEACHER ASSOCIATION**



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

eMail: [mtvspta@gmail.com](mailto:mtvspta@gmail.com)

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

**Meeting Minutes (11/11/2020)**

<b>Attendees</b>				
<b>Louise</b>	Helen Hammonds	Nicole McNally	Yvette Brindle	Tracey Lambert
<b>Nicola Evans</b>	Carole Cooper	Fiona Sharpe	Kate Linford	Suzanne Gaynor
<b>Lisa Davies</b>	Lorna Goligher	Tina Roberts		

**Introducing New Members....**

Helen Hammonds has joined as representative alongside Nicole for the school and Tina Roberts has now joined the PTA as co-chair.

**Trails**

Halloween Trail

This was a huge success and raised £380 for the PTA

Christmas Trail

We will run another trail for Christmas from 19<sup>th</sup> to 31<sup>st</sup> December.

**Action:** Caroline/Rada to organise

**Action:** Tina to produce flyer

**Raffles .....**

Hoverboard pre-Christmas Raffle

Raffle date has been extended by one week to allow for more sales.

*Question: Can non school people buy raffle tickets from PTA-Events.com? Answer: Yes, they can go to the shopping cart, register for the site to buy.*

**Action:** Tina to reshare the new flyer with the details on the whatsapp group (COMPLETE)

**Action:** All to share details and flyer on social media pages and with anyone that would be interested in purchasing tickets.

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

### Christmas Hampers Raffle

The Christmas raffle will be done live on 16<sup>th</sup> December. We still need each year group donations. The donations need to be in by 4<sup>th</sup> December. Nicole will leave a plastic container outside the school for the donations that the parents would not be comfortable having the children take in, such as alcohol, breakables etc.

The hamper wrapper volunteers will pick up their contents on 7<sup>th</sup>/8<sup>th</sup> December and return to the school on the 11<sup>th</sup>. They should also email a picture of the made up hamper to Nicole so that when Caroline is doing the live raffle, she can show what hamper it is for.

Nicole will send the tickets home in the children's bag by Friday this week (13/11/2020). Volunteers for the hamper preparation and wrap ups are

Rec: Yvette

Year 1 : Lisa

Year 2 : Fiona

Year 3 : Kate

Year 4 : Fiona

Year 5 : (Tina if the class rep Ingrid doesn't want to)

Year 6 : Louise

**Action :** Tina to do a comms for the parents for Nicole to send to reiterate the colours for each class and request donations for the hamper.

### Movie and Lantern Night

There will be a lantern procession and movie night held for the children on 9<sup>th</sup> December. Tickets will be £2.50 or £1.50 for those children who normally go to afterschool clubhouse on that day.

To keep the pickup process in line with Covid restrictions, the pick ups will be exactly the same process for the parents, however the pick up will be 2 hours later. Collection for children in afterschool clubhouse does not change.

Nicole to manage the message to parents who are under different circumstances due to Covid and still be able to have the children take part in movie and lantern night. The children in each bubble will get to vote on what movie they watch.

**Action:** Tracey to do comms for parents and work with Nicole on the granular detail for the message to parents.

**Action:** Tina/Louise to add the tickets to the PTA events page once the above action is complete. The ticket should ask for the child's name on checkout as mandatory.

**Action:** All to email Nicole a list of U rated DVDs that you have available so that a list of the movies available to the children can be produced and voted on.

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### Curry Night

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.

**Action:** Tina to make a flyer once options are confirmed.

### Christmas Cards

Couple of issues which are being dealt with and investigated. There are 2 need amending and will be amended. Suzanne has the numbers from offline sales. Suzanne will chase the manager tomorrow to ensure the online version is amended and let Nicole know. Delivery date to be confirmed when account manager is spoken with. Cheques need to be double checked for payable.

**Action:** Suzanne will check on the online update and delivery dates and let Nicole and Caroline know

**Action:** Louise to check with Caroline as to the naming convention on the cheques (COMPLETE). Cheques must be made payable to "Mickle Trafford PTA".

### Funding Requests and Grants

We now have a whatsapp grants group.

1. The quote for the KS1 playground equipment is just under £15k. There is potentially grants available and varying options on funding that can be sourced to fund either in full or in parts. There is and IT Equipment and an 'Improving School Libraries' grant which MTVS qualify for. There is a minefield of grants available which requires coordination and assistance.

**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?

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2. £130 requested for KS1 book and virtual Elf visit and funding is approved. **Action** Nicole to now order and get the elf video booked.

### **General Points of Note and Actions**

1. PTA Cupboard  
The PTA cupboard has a lot of items in it that will come to their use by or expiry dates. One person will be allowed in to do a stock check only.  
**Action:** Kate will do a stock check Friday morning (13/11/2020)
2. Amazon Wish List  
**Action:** Nicole and Helen to have a think about items that the school may need and these can then go onto an Amazon Wish List for people to purchase directly
3. Donations of things that isn't money  
**Action: ???**
4. **Action:** Nicole send standard mail for donations to all of us
5. Christmas Jumper Day will be on 16<sup>th</sup> December and will cost £1.
6. Secret Santa : Helen stated they are all completed.
7. Lots of December activity, we need one flyer with all the stuff coming up.  
**Action:** Tina will produce a one pager with everything mentioned at a high level to be sent to parents to give a heads up of all the activities and advise that details will be coming later.
8. **Action :** Louise to confirm the Pantomime details for showing on 16<sup>th</sup> December

The next PTA meeting will be held on 9<sup>h</sup> December 2020.

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