

In attendance

Chair James Broadley

Deputy Chair Deborah Hart

Treasurer Colin Morrall

Secretary Annabel Wilshaw

Nicole Hudson

Alan Gower

Jane Gower

Caroline Cooke

Maxine Brown

Jane Everest

Kevin Campbell

Apologies

Rachel Eccles

Jason Roberts

Headteacher Mrs Alison Higgins

Ben & Sandy Hardy

Charley Gremo Gilham

1. The Chairman welcomed everyone to the meeting, especially new parent to the school, Jane Everest and thanked them for coming
2. Minutes of the Previous Meeting

Actioned

Financial details communicated to attendees later in meeting, appendix 1

PTA charity logged onto Funding Central website to check for applicable grants and funding in relation to the pool. AW to check regularly for new possibilities.

Just Giving fundraising page allows window of 30 days so if going to use in future, will need to confirm with Mrs Higgins and launch for short term

Programme of events confirmed for Fete Arena

Fete signon site

Raffle tickets ordered

Various raffle prices procured

Bunting flyer sent out

Stallholders in communication with DH

Swingboats – addressed separately in meeting

In progress

Flyer communicating pool crisis may not be so critical now but ongoing communication with JB and Mrs Higgins

Church not contacted as yet but may be too late for involvement

JB will get Thank you presents

CM to investigate merchandise to be possibly be sold at fete

DH to confirm straw bales

Police / Ambulance yet to confirm

NH Sports Day refreshments, to be coordinated separately with AW/CM and others

Social evening not organised for BBQ or open pool evening but possible option of Fete Debrief combined with social evening

PTA website has Constitution guidelines but need to ensure PTA aware of it

Financial Details outstanding, signatories and shared information required between CM and CC

3. Correspondance

Email received from Alison Higgins to apologise for absence and to request Cakes and Bottles are donated on 1st July and collected on arrival in the morning and taken

into the library. This will not be a non uniform day as pupils already in their PE Kit for Sports Week.

No class presentations in the arena

Staff will cover a Stall (tombola?) and will be confirmed by 24th June

JB to communicate fete details ready for newsletter

4. Financial Update

Encouraging reading of the accounts. (appendix 1) The PTA supports the school and its pupil's in a number of ways throughout the year with the largest amount spent on the adventure playground, coaches to the pantomime and pool costs to name a few.

A range of social and school events have raised the funds, Wine & Wisdom, Disco & Daffodil Tea for example.

Agreed that communication required to promote PTA /raise profile for those who are not aware of funding provided and also to keep the bank account in a healthy position in case of unexpected costs, particularly with the pool.

5. Headteacher's Update

See Correspondance above

6. Items of Business

Swimming Pool Update

DH has spoken with local Puddleducks group leader who uses local pools and would be interested in hiring the Barham School Pool during evenings and weekends for young children's lessons. This could be possibility for extra income.

JR has been in communication with local Swimming Pool company who have suggested more cost effective alternative for the successful chlorination of the pool. It is a kit more suited to home and small pools, which is the category the school pool falls into.

Would require a test kit and a block chlorinator both of which are likely to be less than £1k combined which is a huge reduction in cost. Nevertheless, funds still required as imminent repairs or maintenance still required in near future.

DH noted, no flyer has been sent out as yet and the School Fete Save our Pool theme has not been expanded upon. Agreed that communication required prior to fete

JB to produce yellow flyer to advertise fete/requesting help/explaining why funds needed

KC suggested an annual charge payable to the PTA in a lump sum, ie £25 per family per year instead of asking for various small amounts throughout the year. It would be voluntary payment but with support, the PTA can continue to provide events and additional facilities for the pupils. Again, this comes back to better communication and awareness of the PTA activities.

JB to contact AH to check if this would be acceptable at beginning on school year in September

Swingboats

Despite attempts to organise beloved Swingboats for this weekend at Clipgate Vintage Rally, the safety officer arrived on wrong date and could not be rearranged prior to the event. It is unable to go ahead.

He is booked for 1st July prior to School Fete although the process of organising this has presented some questions regarding insurance, health and safety and financial viability for the future.

JB passed on the previous report which cost in excess of £300 and didn't really hold much weight which is a concern for all.

KC suggested alternative attraction and **MB to investigate local company for options**

NH suggested Gamehire.com

JE suggested bungee trampoline and to investigate

JB to continue checking on insurance and healthy& safety cover for the Swingboats

Raffle

Top prize will be £100 from PTA account and approximately 16 other prizes have been arranged

Tickets to be distributed to pupils for sale prior to fete, as soon as received from printers

Arena Events

Time slots now filled for the Arena with a range of shows and events

New PA system will be tested on Sports Day and then used for the Fete.

Power for both events is provided by generous local resident

Stalls & Attractions

23 stallholders booked / 12 paid so far. Colin to check for random £10 payments into the account

Stallholders requested to bring own table where possible

Draft guide to the fete passed around. Agreed the stalls need to be mixed up so games amongst stallholders to keep interest of visitors

Ideas for the future, Children design a picture for the front of the guide for 50p / £1

KC to advise local printers that may offer free printing for free advertising in future

Bad weather discussed! Will move fete into school hall, Art Room and Wrens playground as contingency

KC – Licence required for Pimm's Stall. Able to use KC Licence Number to apply. JB to arrange

JB to produce flyer advertising the Fete

Manpower

AW & DH to finalise stalls (confirm stalls, requirements and allocate to year groups, sign up sheet in the office)

All attendees to speak with friends and fellow parents at the school to enlist help for set up, clear up and manning the stalls.

7. AOB

JB reminded everyone that our PTA insurance will only cover us using the Bouncy Castle and we are unable to hire it out for a fee and remain under insurance.

AG advised more bark required for the adventure playground and it will be getting most use in the next few weeks. Agreed that 3 bags can be purchased.

AG to order and advise delivery date if assistance required. CM to arrange payment

Suggestion received that stall for Second Hand Uniform and new uniform orders would be useful at the fete. DH confirmed that Tracey Twyman who manages this is interested. Will discuss as part of stall arrangements.

KC suggested a permanent thrift shop or more frequent sales of 2nd hand uniform. To discuss again with TT

New starters Pack being co-ordinated by DH in preparation for new intake attending Teddy Bears Picnic

Better communication required to parents and wider school community that do not use Facebook

8. Date of Next Meeting

Next meeting will be on Monday 27th June at 8pm in the Art Room at school and the Fete will be the sole focus to finalise any outstanding details in the final week prior to the event.

Debrief meeting suggested to discuss the fete afterwards and to invite other parents as a social evening. Date to be confirmed at next meeting.