Stamford Green
Primary School and Nursery

Community enrichment through fun and fundraising
Charity Number: 1015916

PTA

PTA Meeting Minutes

Date & location	3rd June 2026, 8pm, The Blenheim Pub	
Attendance	Louise Druce (LD) Shelley Illingworth (SI) John Sheehy (JS) Heike Oulaghan (HO) Sarah Makin-Shaw (SMS)	Rosie Clark (RC) Liv Pearce (LP) Sarah Hayes (SH) Ellie Sillince (ES) Alexia Armstrong (AA)
Apologies	Grace Lewis Anne-Marie Carlin Scott King Mellody Saint-John-Todd	Hannah Coxon Josie Combrinck Lisa Cheeseman Megan Hart
Agenda	1. Welcome, introductions and apologies 2. Standing items a. Last Meeting (16/04) Minutes – to be approved & signed b. Trustees Update (HO) c. TENS Licence planner (HO) d. Financial report (JS) e. Expenditures agreed including reimbursements & school requests (SI) f. PTA Constitution (LD) g. PTA Subscriptions (SI) h. Date of next meeting (HO) 3. Last 2025/20926 PTA Bulletin content 4. Review of Summer 1 events & learnings for 2026/2027:	

Summer 1
Sunflowers
200 Club
Menopause Event
Circus
Colour Run
Sports Medals / Ice lollies

	5. Summer 2 planning: **Summer 2** Y2 Big Camp Drama Bar Ice lolly sale Break the rules day 6. Autumn 1 planning: **Autumn 1** Stay & Play 200 Club Sticky Toffee Pudding 2nd Hand Uniform Doughnut Sales 7. 2026/2027 PTA meeting location / day 8. AOB
Next Meeting	~~15th July 2026, 8pm, The Blenheim~~ Cancelled

Item	Subject	Action
1	**Welcome, introductions and apologies**	
2	Standing items a) Last Meeting (16/04) Minutes Approved & signed b) Trustees Update	

	LD provided an update on the charity code of conduct and use of its resources by volunteers. The trustees have reviewed and agreed the following: As a gesture of the PTA's appreciation, any volunteer will receive a drinks token after 2hrs+ time; this will provide consistency across events and volunteers and help avoid any confusion. The member of staff on duty will hand out on the day and when used should be ripped in half. PTA Members welcomed this suggestion unanimously.	LD will add a brief note to the PTA Bulletin to update on this agreement
	c) TENS Licence planner TENS licences all raised and up to date.	
	d) Financial report (JS) JS had sent the most up-to-date report prior to the meeting, and we reviewed latest spend v income. Thanks to Circus, Colour Run, Uniform Sales and Drama bar events, PTA fundraising has been strong these past few weeks, thanks to all teachers, volunteers and parents. JS will share final figures with GL to include in the EOY PTA bulletin.	JS will send final fundraising tally to GL to share in the last PTA bulletin of 2025/2026
	e) Expenditures agreed including reimbursements & school requests Expenses unanimously agreed: • Short-term (lollies, golden t-shirts, medals etc.) • Medium-term (theatre and author visits) Two long-term spending options were discussed: 1. Path of Adventures and the next adventure • LD introduced the plan for the next adventure and shared images by *Greenplay Project* – built around the sunshine beams (incl. tunnel, slide, climbing frame) • Total cost: £47K • PTA members agreed on the project and JS will make a spending plan; LD will confirm payment terms • LD will invite children to come up with a name • We will share the proposal & images with parents via the next PTA Bulletin, alongside an 'equalizer' to showcase the spending plan 2. Storytelling chair	LD will include details of the next adventure in the Bulletin.

	• We discussed the option to fund a Storytelling Chair, placed on the top field • PTA members raised concerns around its value to the children and usability (e.g. in wet weather, number of children able to sit on it at any one time, will it cause arguments, safety concerns…) • We debated turning the storytelling chair into a storytelling corner, but PTA members voted against this funding project f) PTA Constitution (LD) LD aiming to review by the 2026/2027 AGM g) PTA Subscriptions (SI) All up to date When we discussed the lottery license, LP and SH kindly volunteered to take over the Colour Raffle in 2026/2027; LP will liaise with Sarah Smith for a briefing and handover h) Date of next meeting (HO) 15th July 2026, The Blenheim, 8pm	LP will liaise with Sarah Smith to organise a Colour Raffle handover
3	Last 2025/2026 PTA Bulletin content We agreed to include the following topics: 1. A shout-out to the teachers as a big thank you for volunteering across PTA events, they truly go above and beyond 2. Introducing the extension of the adventure path including pictures, name TBC, and an equalizer to show the fundraising progress 3. An update on Spring / Summer fundraising efforts (as per agenda point 2d) Thank you Grace Lewis for leading the PTA Bulletin.	GC – For Bulletin
4	Review of Summer 1 events & learnings for 2026/2027: **Summer 1**	

		Sunflowers No outstanding actions, but will require a new project lead from 2025/2026	
		200 Club All set, but we agreed we could amplify further next year, e.g. start promoting it earlier in the new school year	
		Menopause Event Very positive feedback, but we could promote it in the wider community next time to generate more interest	
		Circus LD was very proud and grateful that many children helped pick up rubbish, well done! We agreed to have greater promotion next time for additional ticket sales We will aim for a 2028 Show.	SI will contact the Circus event organisers to book a 2028 slot
		Colour Run Thank you to all volunteers & parents who made the event a great success. We discussed the benefit / downside of charging £10 p/p this year, as some parents had voiced concerns over the upfront cost. We agreed we would review the spectator price collectively for the 2027 event. Reminder that the Drama club performance should be *before* the Colour Party, for greater attendance.	
		Sports Medals / Ice lollies Thank you to all children and parent volunteers, it went very well	
5			

Summer 2
Y2 Big Camp All resolved and ready to go
Drama Bar All in hand

	Break the rules day HO to organise posters, QR code, Social post and cash collection / count on the day. Agreed rules to be broken, £1 per rule: - Painted nails - Squash in bottles - Sit next to a friend in assembly - Non-uniform - Snack of your choice (no nuts) - Tattoo Summer 2 planning:	
6	Autumn 1 planning: Moved to next meeting, as Trustees will agree 2026/2027 projects at their next Trustee Meeting.	
7	2026/2027 PTA meeting location / day Agreement to stick to The Blenheim pub due to proximity to the school and free parking; we will try different days in 2026/2027	
8	AOB None	