



PTA Meeting Minutes – Stamford Green, 19.2023 at 8.00pm, The Blenheim

Attendance	Apologies
Louise Druce	Hannah Coxon
Tracey Murrell	Georgina Trehame
Sarah Smith	George Preston
Anne-Marie Carlin	Leigh-Ann Herman
Louise Dennis	Elle Vellacott
Shamanna Devarejn	Emily Hogg
Shelley Illingworth	Sarah Aldridge
Stephanie Rey	Matt Tarrant
Paulina Andrade-Gueman	Claire Trower
Jennifer Stevens	
Claire Thrower	
Mercedes Mesa	

1. Welcome	Anne Marie Carlin
2. Apologies	As per above
3. PTA Financial update	Y2 Big Camp – 140 attendees, £943.48 made Break the rules day - £1,700.61 Open air theatre, 184 attendees, £749.99 – still awaiting a couple of small receipts. Of which £400 was pop up ice cream sales. £170 impromptu ice cream sales at end of term £51,036.17 currently available
4. New bank account	Account opened with Metro Bank. Bank cards available to use for purchases. Louise Dr to draw up a policy for use of cards for financial safeguarding of the charity's money.
5. PTA Roles	Chair: Anne Marie to continue for her third year. Secretary: Tracey to continue Treasurer: Matt to continue Class Reg Coordinator: Sheryl to continue 2 nd hand uniform sales – Leigh happy to collate/wash/sort but can no longer run the sales at the gate. We need volunteers to take this on Purchaser role? Admin for the PTA site would be useful. The site needs updating. List of committee members etc. Newsletter admin – Claire Thrower to take over from Louise Den
6. Yearly plan	Stay and Play YR – Friday 13 th October. Louise, Shelly and Paulina to help. Drinks and crisps on sale. No BBQ Sticky Toffee Pudding – Victoria to run this again. 2 nd October letter and template out. Complete by the 13 th Oct. 30/31 st winner announced. 2nd hand uniform – need helpers to sell 200 Club – Kate & Emily to run this

	<p>Doughnut sales – end of October term Fireworks – 3rd Nov. Shelly has a team together to run this. Gates open at 5pm, display at 6:30.</p> <p>Christmas cards are in hand. Anne Marie has spoken to the supplier, forms on the way.</p> <p>Wreath making – 24th Nov, letter to go out after the fireworks</p> <p>Father Christmas letters – Tracey & team.</p> <p>Winter wonderland – re-named Christmas Fair. Sunday 3rd Dec 11am - 1.00pm. Need Christmas trees by the Friday so they can be decorated and up for the event.</p> <p>2 x Cushion clubs to be run again this year. Louise Den to reach out to a couple of people who said they would help. Sales will go live the day after the letter goes out so that all have the opportunity to buy tickets – sells out very quickly.</p> <p>Colour Run – Mr Brown mentioned to Louise Dr that he was keen to run it. Louise Dr to connect him with Louise Den. The event needs music and a good MC.</p> <p>Wine tasting – Tracey to speak to Woody regarding a date in February</p> <p>Quiz – Matt to run this and to suggest a suitable date.</p> <p>Circus outdoor event – September 2024. Anne Marie to call 'Happy Circus' to get dates. The proposal is end Sept 2024</p>
7. Next project	An exit slide from the pirate ship. Sandpit is next on the plan. Awaiting communication from the company regarding a plan for the next phase.
8. AOB	<p>29th Sept the School turns 50. Events at the school planned. Anne Marie to source a quote for 2/3 balloon arches to put up at the gates from Monday 25th.</p> <p>8 new bears have been bought by the PTA to replace the old ones.</p> <p>Advertising of local businesses – how do we manage this?</p> <p>AGM meeting next – Sarah to arrange for refreshments.</p>

Next meeting AGM 10.10.23 at Stamford Green Primary School and Nursery