



## PTA Meeting Minutes – 3/5/18

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| <b>Date:</b>          | 3 <sup>rd</sup> May 2018  |
| <b>Venue:</b>         | The Cricketers Inn  |
| <b>In Attendance:</b> | Rosie Campbell, Ciara Duffy, Simon Day, Leigh-Ann Herman, Alta Caroto, Sarah Aldridge, Shelley Illingworth, Louise Druce, Maxine Crawley, Helen Smith, Lindsay Farmer, Laura Downton, Michelle Oliver, Louise Dennis. |
| <b>Apologies:</b>     | Jon Tasch and Georgina Treharne   |

| Item | Subject  | Action       |
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| 1.   | <b>Welcome</b><br>Louise Dennis welcomed attendees to the meeting.   |              |
| 2.   | <b>Apologies</b><br>Apologies received from Jon Tasch and Georgina Treharne  |              |
| 3.   | <b>Actions from last meeting</b><br>Louise Dennis ran through the minutes from the last meeting.   |              |
| 4.   | <b>Debrief of Easter Challenge and PTA Cushion Clubs</b><br><br>Louise Dennis thanked Shelley Illingworth and everyone else who worked on the Easter Challenge which was very successful, and also Hannah Coxon for her work organising cushion clubs.<br><br>Louise Druce said members of the school council in years four, five and six had highlighted that they also wanted a cushion club event and were keen to encourage a parent or parents in those years to volunteer to run one.<br><br>It was suggested to write a note in the newsletter inviting parents of children in years four, five and six to organise a cushion club and that they'd be supported to do so. | Louise Druce |
| 5.   | <b>Upcoming events</b><br><br>1. <b><u>Stay and Play</u></b><br><br>Louise Druce said a letter would be sent out to parents incorporating information about how children at Sunset on the day of Stay and Play could be bought food and refreshments from the barbecue.<br><br>It was noted that information about the event including volunteering hadn't filtered down to all classes via class reps, and that a further note would be sent via PTA Events.  | Louise Druce |

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|          | <p>Simon Day advised that a parent had emailed about the pricing structure for Stay and Play which queried why the charges for pre-school children were the same as for children. There was a discussion about the reasons for the pricing and it was agreed that Simon Day would send a response to the parent.</p> <p><b>2. <u>Drama Bar</u></b></p> <p>Details of the timings and volunteers to run the bar on the evenings of the drama production were discussed.</p> <p><b>3. <u>Big Camp</u></b></p> <p>Louise Dennis outlined that the intention was for the event to be pilot with 30 pitches. Subject to volunteers coming forward, it could also run for other years. People would be asked to choose in advance what they wanted for their meals to help ensure the correct amount of food was ordered.</p> <p>Date agreed as 9<sup>th</sup> June.</p> <p>Louise Dennis thanked Rosie Campbell and Chad Shepherd for organising the event.</p> <p><b>4. <u>Outdoor theatre production</u></b></p> <p>Letters will go out after half-term.</p> <p>Louise Dennis said that changes had been made since last year's event to address the feedback given, including the sound.</p> <p>Louise Druce said she would give a briefing at the start of the event outlining how people could support it to work well.</p> <p>Louise Druce suggested demarcating aisles for example by using cones.</p> <p>Louise Dennis thanked Kyley Chapman for organising the event.</p> <p><b>5. <u>Summer fun day</u></b></p> <p>Louise Dennis thanked people who came to the meeting for the fun day sub-team and ran through the games that are being worked on. She said she'd managed to secure pony rides for the event and was looking into fairground rides. She said items would be needed for the event such as bunting.</p> <p>Louise Dennis said Personal Agent had once again kindly agreed to sponsor the event and that 25 volunteers would be needed to have boards put up outside their houses.</p> | <p>Simon Day</p> <p>Simon Day, Ella Scolfield, Georgina Treharne</p> <p>Louise Druce</p> |
| <p>9</p> | <p><b>AOB</b></p> <p>Louise Dennis said lots of second hand school uniform was coming through for sale which was difficult to store. There was a discussion about having second hand uniform sales at the stay and play event and also west gate.</p>  |  |

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|            | <p>It was resolved to look into using reusable containers for popcorn at cushion club events to conserve plastics.</p> <p>Michelle Oliver highlighted that some nursery parents may like to volunteer to help at events and should be included in volunteer call-outs. Louise Dennis suggested including them in the KS1 Stay and Play event.</p> <p>Louise Druce said that Easter 2020 could be a possible window for the library renovation to tie in with the timetable for other work at the school e.g. to classrooms.</p> | <p>Louise Druce</p> <p>Louise Dennis</p> |
| <b>10.</b> | <b>Date of Next Meeting</b> – Tuesday 12 June at the Cricketers   |  |