

**PTA Meeting Date:** 4th January 2024

**Time:** 2pm

**Location:** The Sunshine Cafe

**Agenda**

**1. Welcome / Apologies**

Attendees; SS, RC, YR, RV, CG & EH

**2. General update by Chair**

Positive first term for fundraising. Striving to achieve the right balance between raising funds, ensuring the children have fun and recognising the financial struggles of our school community - tough!

Hopefully some free competitions, no longer charging for uniform and keeping ticket prices stable will help somewhat.

Key events for this term are Spring disco, quiz night and big spring raffle.

**3. Treasurer’s Report - a summary:**

Bank balance £3,976.78 (inc class bake sale funds)

Petty cash balance £

Wellbeing hub balance £

**4. Calendar of Events**

**Recent Activity**

* Bake Sales\*:

Diamond class raised £258 on the 12th October.

Emerald Class raised £288 on the 23rd November.

* The Pumpkin Decorating competition raised £6 after prizes were bought.
* The big pre-Christmas clear-out led by CG raised £160.
* Penny wars began 1st November - runs until the 2nd February 2024.
* Neon Disco - led by SP raised £1,105 with 160 students attending.
* Christmas Shop raised £697 - As well as parent donations which were brilliant, we also received donations from Goupie chocolates & Mrs T potts sweets. - Yiota raised the point that more chocolate etc was purchased on the day so more should be bought in advance for next year. Maybe ask in return for a non-uniform day in October.
* Christmas Carol Afternoon raised £276 AG able to get donations from her work which has been a huge help - 50/50 raffle raised £66.50

**2024 Events**

* 2024 challenge - Children are asked to raise £20.24 and be inspired by the number 24 when setting their challenge. I.e sell 24 cupcakes, sell 24 artworks, run 24 miles (not in one go!) etc. Sponsorship forms went out 2nd January & the challenge runs to March 1st. Sponsorship forms not yet gone out - decided that some would be printed & left in reception to collect if needed as the uptake was not high last year.
* Penny wars ends 2nd February - movie and popcorn afternoon for class that raises most Reminder to go out 2 weeks before end
* Bake sales\* - Class reps to sort out volunteers & donations

Jade class on Friday 12th January postponed to 1st Feb - next year we won’t schedule one for January

Ruby class on Thursday 22nd February

Moonstone class Thursday 14th March

Amber class on Thursday 18th April

Topaz class on Thursday 6th June

* Spring disco on Thursday 21st March - Kester notified of date for speakers & lights. Sarah has generously offered to donate hot dogs again. Volunteers needed

Need to order tuck shop items & toys etc to sell - candy floss always sells!

Shall we ask the children for song requests again? Yes MC to sort

We will change the timings slightly so that KS2 starts & finishes 15 mins early as a 30 min gap between them is too long for people picking up KS1 & dropping off KS2.

* Parent quiz night & ‘Big Spring Raffle’ draw on Saturday 23rd March;

Decided not to do food or alcohol at the quiz night as this was not worthwhile last time. Soft drinks and snacks will be for sale & people can bring their own alcohol. Need to decide on ticket cost - would be great to get as many people to come as possible, family & friends welcome too!

Does someone want to take the lead on the raffle? - I have a donation request letter drafted & a spreadsheet of local businesses to contact. Any ideas on who might donate? Any parents or local businesses? Some other PTA’s use raffall.com - they take 10% of the sales but we could potentially get more income if we were to send a link out as people could forward on to friends & family? & put posters up in local shops too - to discuss. Sam to explore the option of a hybrid raffle - ticket sales online & in person to try to generate more income throughout the community & not just our parents. Letter has gone out to local businesses & prizes so far include; Port Lympne tickets, The milk house pizza vouchers, flip out trampoline park vouchers, Kino cinema vouchers and Kent & East sussex railway vouchers. Discussed pricing for the quiz night and ways to get more parents involved - to explore further.

* Egg decorating competition 25th March - Similar to pumpkin competition, children to decorate a boiled egg, can also decorate a ‘scene’ if they like (e.g humpty dumpty decorated egg sitting on wall etc) It was raised that there may be too much going on in a short space of time. Suggest trial it this year as hopefully nice for the children that want to do it & a free competition with a prize for KS1 & 2 winners. If there is no uptake we can re-evaluate.
* Ice cream sales - if the sun is shining! We can move the dates if not. Volunteers needed
* Friday 14th June
* Friday 21st June
* Friday 12th July
* Year 6 leavers afternoon Tuesday 16th July - Mr McCabe suggested expanding this after school to a fundraiser to include all (bouncy castles etc)
* Sports day tuck shop Thursday 13th June - Volunteers needed
* Summer fair 28th June 3.15pm - 5pm - Kester notified of date & Sarah & Russ have offered food truck use with the profits raised going to the PTA. Details tba. Volunteers needed

Stall ideas (along with usuals)

* Euros will be ongoing so could have a football related stall - beat the goalie?
* Human fruit machine
* Guess the teacher (baby photos)
* Tombola (give out plastic cups to kids to fill with sweets etc - £1 a go with prize every time)
* Do we have any photographer parents? Could do family/friend photos

Any other ideas?

It was raised that we could combine the summer fair & year 6 leavers afternoon to make full use of the inflatables etc. without paying out twice. Need to check if this is feasible. Will speak to Miss Shaw & Mr McCabe.

* Possible colour run date tba - olympics theme? Enough events without this one this year.

\* Class bake sale funds go to the class all other fundraisers go to PTA to distribute in collaboration with school

**Things to consider/discuss**

* Any new fundraising ideas that you would like to suggest or organize to supplement or replace existing? CG raised the idea of a tech trade-in as it’s a way to raise money without asking parents for cash. Need to explore more logistics with data protection etc and how time-intensive it would be as it is a great idea.

**5. PTA spending:**

PTA funding 2023/2024 year so far:

* Young voices choir t shirts £218 (41 children & 4 staff)
* Art resource for quiet area at lunch - x
* Whiteboard pens for all classes £62.40
* Educational workshops £247.50 for Y1,2 & 5.
* Small Christmas gift for each student £242.74

Requests for spending

* Christmas nativity outfits - to look out for in the sales
* ‘Wellbeing welcome’ funding for each class. Selection of puzzles etc. for children to use when entering the classroom to ‘get them in the zone’ without throwing them straight into work.
* Feedback from Fran is that coach costs for trips are still top of the list in terms of what teachers would like funding for. We are going to assess where our funds are at the end of the year with a view to supporting this going forward.

Upcoming PTA funding 2023/2024 year:

* Year 6 leavers hoodies (£10 per child)
* One educational workshop per class R & Y4

**6. AOB:**

* Uniform sales through the website have not been very successful. Given the current financial climate we have made the decision to remove it and donate items to the school for children who need it. We are going to then do a ‘free or donations’ sale to offload the shirts, trousers etc. that we have remaining. We will still accept uniform donations & will continue the above. EH to sort uniform and decide on how to proceed - for the moment if you need uniform please ask the school office or email us & we will sort. Donations of uniforms are still very welcome!
* Decided Pumpkin competition & egg decorating competition will be free to enter going forward to try and get as many children involved as we can.
* Have had a donation from Hill housing development of £250 following the disruption the roadworks has caused the local community. Having spoken to them, the community relationship manager has given me her number and asked if we need any of their skilled volunteers for work within the school - Need to discuss with the school.
* Tesco Stronger starts grant applied for playground equipment - await news
* Grant application for wellbeing hub through kent community foundation completed - Decision will be in March.
* Do we have any parents who have matched funding through their work? Some may be unaware they have this but worth checking & utilising where we can!
* Promote easyfundraising!
* Sam to look into gift aid registration which could be utilised for any sponsorship challenges going forward - might be quite admin heavy but worth exploring.

NEXT PTA MEETING – First Thursday of term 22nd February 2024