

**PTA Meeting Minutes Tuesday 22<sup>nd</sup> January 2020,**

**St Joseph's Church Hall, Tilehurst**

**Present:**

Natalie Bone (Co-Chair) (NB)  
Stacey Aram (Co-Chair) (SA)  
Jayne Dunne (Secretary) (JD)  
Jodie Green (Treasurer) (JG)  
Tracy Eveleigh (School SIMs Co-ordinator) (TE)  
Cindy Sinath-Reynald (CSR)  
Lorraine Firth (LF)  
Rafal Lisowski (RL)  
Ashley Johnson (AJ)  
Shazia Faza (SF)  
Jenny Campbell (JC)  
Michaela

**Apologies:** Rachel Gonzalez (RG) Armstrong (SanA), Donna Gaughan (DG), Marissa Jackson (MJ), Abi Baverstock, Lizzie Cunningham (LC), Hayley Chapman (HJ), Kate Donnelly (KD), Anita Bird-Jaeger (ABJ), Michelle Fyfe (MF), Sarah Gibbs (SG)

NB opened the meeting welcoming and thanking everyone for attending.

Apologies noted and minutes of previous meeting agreed and signed off.

Messages of Thanks, it is with great sadness that we inform the committee that Kristina has stepped down as a committee member. On behalf of the Chairs and the committee as a whole we want to Thank Kristina for all of the effort, energy not to mention the beautiful enchanted Garden, Grotto and decorations. Kristina has brought such fresh and new ideas to the Committee over the last two years and we will continue to ensure they are continued for years to come.

A huge Thank you to Parkers Estate Agent (Tilehurst Branch) for donating £500 to the Astro Project plus providing advertising banners, hoodies, and thermal cups, without the help of the local community we really couldn't fundraise as well as we have to Simon Gregory and his team we are so very grateful.

Thank you to Rachel and Sandra for working for several days on clearing the PTA Cupboard, it really is amazing and so organised.

Thank you to Rachel for volunteering her lovey husband to remake Santa's Sleigh, the "Sleigh project" will be kept a secret until the special day.

### 3. Christmas Debrief

NB & SA would like to Thank the entire Committee and Parent helpers for all pulling together to make this year's Christmas Fayre spectacular. The feedback from parents and staff has been amazing, the new crafts, refreshments and of course the Grotto was incredibly well received. This year's external stall holders also feedback that they have never felt such a wonderful sense of community and fun at a School Christmas Fayre and that really is testament to our parents and staff.

Our total Profit minus expenses this year was £2, 192.95 which really is fantastic. Thank you to Jodie for the report outlining each stall and its total takings, this really is helpful moving forward for future planning of the event.

Feedback to consider for 2020, purchase a Gas BBQ, some sausages slightly over done, relocate the refreshments if possible or increase our advertising and signage even more. We have since the fayre purchased new AV equipment so we will be heard this year!!

New trestle tables have been purchased since the last meeting. We now have 10 stored in the PTA cupboard, they are fantastic and have seen lots of action already at two bake sales, and uniform sales. Please if you are using them be kind to them.

Face paint room feedback was that it was incredibly busy – we will look into relocating this for 2020 and work on a colour or number system, PTA volunteers for this would be great.

Santa Grotto waiting time was fantastic this year, the queue was managed brilliantly with it not reaching the hall door this year. Santa was super and we hope he will re-join the team for 2020. Feedback was the decorations were incredible, thank you again to Michaela, Kristina and all of the Grotto artists. Selection Box from Santa again was a fantastic addition and we will continue this for 2020.

There are so many ways we can increase this profit, relocating several stalls perhaps, and really pushing the refreshments. But this total and the breakdown really does highlight a successful Christmas Fayre, and the most profitable for a few years. Great team work from everyone.

The Wreath making evening was a fantastic success, and we will make this an annual event perhaps running a couple of evenings and or Weekend afternoon to capture more families. It really was a wonderful evening of laughter, fun and community. The feedback was amazing, and all those who attended would come again. We even welcomed members of the wider Parish, which was wonderful, so a massive thanks to Rachel for linking with Church to advertise the event in the Weekly newsletter.

### 4. PTA Newsletter

Massive thanks to Jodie for setting up the PTA Newsletter. Feedback from parents this year is that they love how transparent and informative the PTA are now, the updated Webpage (now moved to main page) has really been a great asset thanks to Rachel. These two areas in particular have been a wonderful addition to the PTA with Parents really reengaging.

### 5. Any other Business

PTA Night out – Many thanks to Shazia for putting together the PTA Curry night proposal. The plan is to enjoy a Sunday afternoon at Zyka and enjoy a Buffet, drinks. The plan would be host an evening of Quiz/Curry/Auction for £20 Per person for 45 people.

Post meeting note: Since the last meeting Shazia has contacted the Zyka team and we are set for the first weekend in May. Further details at the next team meeting. Many thanks Shazia, we

look forward to a fun evening.

Summer Fayre planning has commenced, bouncy castles and soft play have been booked, we have planned soft play and small bouncy castle for ages 2-5 then other bouncy castles and obstacle courses for the older children. Wrist Bands charged at £5 per child or 3 or more children for £10. This will then be unlimited access.

Cake sales have been a great success to date year 6, 5, & 4 have raised staggering amounts of money with year 4 topping this at £268. Updates on spending plans at the next meeting. This has been very well received by Parents and Children, and ensuring the money is given directly to the class is really supported. It's amazing how much money can be made in such a short space of time, and on behalf of the Committee I would like to extend my warmest thanks to the parents & Staff for supporting this new venture and for donating such beautiful cakes.

Post meeting note March 2020. The first Disco of the academic year was a great success, a little unattended by the year 5/6 Classes, so moving forward perhaps we can look into alternative refreshments for the older classes.

One idea as Co-Chair I would like to put forward is that we separate the year Groups at the first disco. So EY and Year 1, YEAR 2-3 then 4, 5-6.

PTA Facebook page request has been submitted to the Governors and RG will provide an update at the next meeting. March 2020.

The School now has a new Care Taker; Stuart has already made such a fantastic impact on the School so we are very lucky indeed to have him on the Team. Post meeting note: March 2020, over the recent half term and following weeks Stuart has in his own time carried out the works needed to the Cage area, making ready for the Astro Turf installation. The works completed the PTA have agreed to fund, we are currently working with the school on this and will provide an update once all invoices have been agreed.

Year Group Links/Fundraising Champions – New role to be discussed at the March meeting.

Teracycle – Thank you Michaela for looking into many options for our School to go green and generate some income from recycling of various items. Unfortunately, we can't take any forward at present but encourage all committee members to keep their eyes out for other ideas.

The School clothes bin company needs to be contacted and signage that was agreed be placed on the Bin. NB/SA to forward information to RG regarding the bin and get a system in place for collection etc.

Rubbish disposal from PTA events – We have on several occasions used the School Grundon bins, we are limiting the space the school has left in each Bin, we need to look into the feasibility of purchasing a PTA Grundon and or in the meantime taking the Rubbish home with us, not ideal so a workable plan will need to be formulated. ACTION: NB to link with TE re Grundon Contact.

Meeting closed 2130, any other items please raise at the next meeting in AOB

Note from Co-Chairs – A massive thanks to you all for all of your hard work, energy and support. Stacey and I are overwhelmed by the positivity and growth of the PTA this academic year, and this is reflected in the parent feedback. We look forward to the rest of the year.