

The Stoke Poges School's PTA

PTA Committee Meeting Minutes

Date: Monday 13th November 2023

1. Attendance

President: Liz Astley

Chairperson: Emily Cleary

Vice-Chair: Person: Sam Bencheou

Secretary: Georgia Perlesha

Buyer: Amy Chapman

Uniform Co-Ordinator: Angie Jefferies

Communications Officer: Anoop Khanke

Events Publicity: Richard Caddy

General Support: Saira Awan, Lauren Kelleher, Aiysha Ahmed, Aishah Tariq, Guj Chhoka, Raj

2. Apologies

Treasurer: Kerrie Taylor

3. Financial Summary

- Profit from autumn term = £2,073
- Pizza kits - £62.53
- 2nd Hand uniform sales - £93.90

Closing balance as of today £6,339

4. Fireworks overview

- Income £3,114, Expense £1,134 = £1,722 profit

5. Response to emails – volunteer coordinator update

- Emailed checked by head and reception team before being sent.
- Multiple people emailed after PTA volunteer help and have a bigger group of people to help for events
- Sam to help support the volunteering organising – Emily to support on larger events

6. Christmas gift sale

- Friday 8th December
- Navneet to set up ticket page.
- Amanda to set up on day and Amy to buy products.
- Sub committee set up with volunteers for the day – Emily, Sam, Aishah, Georgia, Guj, Raj, Saira

7. Christmas raffles

- 4 productions (2K1, Reception and KS2) - 5th/ 6th/ 12th / 18th December
- Stand in reception area to sell tickets with selection of products.
- Request for help on days

8. Next years events

- **Pizza night** – Emily to share dates to committee soon.
- **Smarties** – 450 tubes by sponsor, during half term. LY £400 made. Proceeds to update main library. Angie Jeffries' company to sponsor.
- **Outdoor cinema** – Pop up cinema (Langley Park pop up cinema) (April/ May/ September) / Burger van / Pizza Van / Tuck shop / Program. Cost: £1000 + Film licence, 400-500 people. Aishah to help support Anoop.
- **Food festival** – Open to doing but there is alternative option.
- **Fab – bricks** – Lego key rings £3.25, school gets £1 for every key ring sold.
- **Name Tags** – 24% contribution by sending out code to buy from – to investigate if we already have name tag company.
- **Break the rule day** – List of rules they can break, charge £50p for each rule to break (come in with a crazy hair day, come in football shirt etc..). Feb 29th leap year special.
- **Bag to School** – 16th January, Angie to help on Monday 15th

9. Forthcoming Fundraisers

- Emily having meeting with Mrs Sheehan. Last year we donated popcorn for Christmas movie night and crackers for whole school Christmas lunch.
- Potential fundraiser for new school minibus in Spring

10. Next meeting

- Monday 15th January next meeting – TBC if in person or virtual.

Approval signatures:

Emily Cleary (Chairman)

Karrie Taylor (Treasurer)