

The Stoke Poges School's PTA

PTA Committee Meeting Minutes

Date: Monday 13th June 2022

1. Attendance

President: Liz Astley

Chairperson: Emily Cleary

Secretary: Karrie Taylor

Buyer: Amy Chapman

Events Co-Ordinator: Zonia Palacios

Treasurer: Stuart Kellerman

General Support: Laura Pryce

Events Co-Ordinator: Clare Shearer

Events Co-Ordinator: Amanda Benians

Helpers Co-ordinator: Saira Awan

2. Apologies

Helpers Co-Ordinator: Kelly Flaherty

General Support: Manjit Bassi

Communications - Alicen Nicksen

General Support – Nicola Davidson

3. Finance Update

The Current balance in the bank is over £26.5k. See appendix 1 for breakdown of income and expenditure.

4. Spring Events update

Food Festival – The feedback from members was that overall, it went well, there were some lessons learnt that can be used for future events. We received lots of good feedback, but some felt that it was a great event for adults but less so for the children and that the food was expensive.

Thanks were given to the teachers and all the other helpers.

Bags to school – 16th June 2022. Bags being collected in Wednesday evening and Thursday morning. Stu, Zonia and Emily to help.

Father's Day – 17th June 2022. Zonia informed us that due to high ticket sales we are short on presents, Amy to buy more presents and drop into the school on Wednesday. Amy bringing in a box of presents tomorrow ready for collection in the

evening. Karrie and Daisy to collect and wrap on Tuesday evening. Year 4 mums to wrap presents for collection on Wednesday morning/ evening.

Uniform Sale – 17th June 2022, need 3 or 4 adults to help sell uniforms during bake sell. Zonia suggested reviewing the prices and putting things in age order to everything being rifled through and becoming a huge mess.

Parents afternoon – For all year groups on the 24th June 2022. Emily suggested setting up a table in the playground serving tea and biscuit. Emily informed the committee that due to personal commitments she would be unable to attend this event. She will send messages asking for volunteers. Unfortunately, the event will not go ahead if we have no volunteers on the day. Emily suggested that we may have to postpone until the Autumn term. Emily to inform committee nearer the time if the event will go ahead or moved to a future date.

Village Fete – 2nd July 2022. Amanda Benians is taking the lead on this. Amanda informed the committee that the school will be asking parents for cake donations. Karrie to do face painting, Emily to find out if any other parents will help with face paints. Karrie asked not to be put on the face paint rota during the dog show.

Car wash – 16th July 2022. The Fox and Pheasant have offered their back car park for the children to wash cars. Emily needs volunteers for the day 4 people supervising through the duration. Emails to go out to parents on Friday.

Horticultural Show – 23rd July 2022. Alison Nicksen to lead the organisation of this event. School to ask parents to provide cakes to sell, PTA to get pocket money toys. Emily informed us that the Fox & Pheasant have agreed to supply trays of brownies.

Year 6 leavers party – Emily suggested £450, committee all agreed.

5. Proposed Autumn Events

Circus – Thursday 8th September. 5.30 – 7.30 pm. Stu setting up ticket tailor, waiting for a response from the ticket tailor helpdesk confirm how to set up the family ticket. Stoke Poges to support the organisation and host on the school premises. PTA to hold a tuck shop. The Rose and crown are doing the bar and have agreed to donate 10% of profits. Emily suggested getting the burger van and crepe from the Food Festival as they seemed to go down well.

Subcommittee: Amy, Dani, Emily, Stu.

Fireworks – Thursday 3rd November. Stuart is waiting for confirmation from supplier and will chase towards the end of the week if he doesn't hear back from him.

Halloween Disco – Zonia suggested a Halloween disco, looking at previous events this will need approx. 20 volunteers. Emily suggested that it doesn't need to be a disco and it could possibly be a movie night such as Casper or Coco with the PTA supplying drinks and popcorn. Less volunteers would then be needed. Liz said due to all the events going on it would probably be easier to do the movie night or biscuits rather than a disco which would take a lot of work. Emily suggested revisiting this in the next meeting.

6. AOB

Next Meeting Date set for Wednesday 14th September.

Emily informed the committee that tonight was possibly Zonia's last meeting. She expressed a huge thank you in recognition for the last 4 year acting as chair and supporting Emily when she took the chair position. The PTA send a massive thank you to Zonia to acknowledge her contribution during some difficult covid times.

Emily Cleary (Chairman)

Stuart Kellerman (Treasurer)

Appendix 1

Cover period to 31st May 2022	2021/2022		
	Takings	Expenses	Profit
Halloween			
Fireworks			
Xmas Bazaar			
Xmas production raffles			
Xmas Gift Sale	£ 1,392.00	£ 782.11	£ 609.89
Breakfast with Santa	£ 336.00	£ 156.00	£ 180.00
Pinewood Xmas Event	£ 439.02		
Xmas Quiz	£ 427.35		
Boxing fundraiser			
Amber cash donations			
Bag2school - Jan	£ 309.20		£ 309.20
Bags2school - Jun	£ 136.80		£ 136.80
Valentine's Disco			
Movie night			
Mother's Day Gift Sale	£ 1,020.00	£ 577.43	£ 442.57
Easter Egg Hunt	£ 550.00	£ 244.00	£ 306.00
Food Festival	£ 2,434.67	£ 719.71	£ 1,714.96
Father's Day			
Village Fete			
Easyfundraising			
Car Wash			
Horticultural show			
15 x 10km			
Pinewood			
Campout			
Sponsored Walk			
Corporate matching			
Circus			
Amazon Smile			192.98
	£ 7,045.04	£ 2,479.25	£ 3,892.40
Current Bank Balance on 31.05.22	£ 26,596.13		