



# Parent Teacher Association

## Hemsby Primary PTA Meeting

Held on 1<sup>st</sup> November 2021

Attendees: Stacey Chryssafi, Lauren Gates, Karly Fox, Chonlada Aston, David Brodey

Apologies: Kim Pearson, Lisa Beales

Item	Minutes	Action
1	<p><b>Welcomes and apologies</b></p> <p>SC welcomed and apologies shared</p>	
2	<p><b>Playground equipment update</b></p> <p>Some equipment has been ordered and delivered to school. Space hoppers, skipping ropes, large skip rope, ankle swing balls, different shaped balls, velcro ball set, parachutes</p> <p>Sound system arriving Wednesday. SC has donated an iphone to connect to the system.</p>	<ul style="list-style-type: none"> <li>• Research music apps/ downloads (SC/CA)</li> </ul>
3	<p><b>Quotes for new equipment</b></p> <p>Initial research</p> <ul style="list-style-type: none"> <li>• Climbing equipment prices (approx £6500), we currently do not have enough to purchase yet. We will continue to fundraise for outside area.</li> <li>• Playground markings companies have been contacted and we are awaiting responses.</li> </ul>	<ul style="list-style-type: none"> <li>• LG to share further research/quotes at next meeting</li> </ul>
4	<p><b>Christmas event</b></p> <p>Cake raffle – Discussed a cake stall, but due to COVID we think it would be best to scale it back. Paige (Year 4) bakes amazing cakes. We would like to approach her about making a cake for a raffle. Raffle tickets to be sold before/after school on the day. Could open to the public once children are in school. Advertise beforehand. £1 per ticket. CA also knows cake maker. This is another avenue to potentially explore.</p>	<ul style="list-style-type: none"> <li>• SC to contact P's mum to discuss.</li> <li>• CA to contact cakemaker friend.</li> </ul>



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	<p>Elfridges - LG suggested a prebooked event to be held during school hours rather than at after school event. Provisionally on the 10<sup>th</sup> December. 1<sup>st</sup> December deadline for forms/money to be returned. £3 per gift. Form needs to include space for writing how many gifts are needed and list of names for the adults so we can add tags etc. (Parents, grandparents, aunties, uncles etc). Make sure this is open to nursery too. 1 form per child. Siblings will not be able to attend together as this will be done in classes.</p> <p>Santa – LG suggested as we are not having a big event that the PTA fund Christmas gifts for all children in school for the visit from Santa. Voted unanimously for this. PTA volunteers will wrap books. Different paper for different difficulty levels if possible to help with organisation.</p>	<ul style="list-style-type: none"> <li>• LG to write and send letter, PTA to source gifts, wrapping etc.</li> <li>• Check Santa suit?</li> <li>• Speak to KH about Santa 😊</li> <li>• LG/SC/KF/CA to look at books and wrapping paper.</li> </ul>
5	<p><b>AOB</b></p> <ul style="list-style-type: none"> <li>• Charity status (we need to apply for this as we have raised over £5000). SC has researched and this can be done at financial year end.</li> <li>• PTA email/page on school website - Mr Bond has set these up for us.</li> <li>• Christmas stockings/foodbank</li> <li>• Requests from school (plastic folders to protect RWI books going home). LG has looked into this. Will cost about £50. All voted to purchase.</li> <li>• PTA resources (cash box, petty cash book). All voted to purchase these items to support running of PTA finances.</li> </ul>	<ul style="list-style-type: none"> <li>• SC/LG/KP to look into after Christmas.</li> <li>• We will support Christmas stocking and food bank giving. Details to be shared to wider school community</li> <li>• LG to buy folders</li> <li>• LG to purchase items</li> <li>• SC research other (free to run) banks</li> </ul>



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	<ul style="list-style-type: none"> <li>• Bank account - LG/SC shared information about general running/issues faced. Will shortly be charged by HSBC as they are no longer providing community accounts for free.</li> <li>• Halloween</li> </ul> <p>Future events:          Spring Term – Greek Night at the Olive Garden,          Easter Egg hunt/raffle          Summer – Summer Fete</p>	<p>to move to. (Co-op a possibility)</p> <ul style="list-style-type: none"> <li>• Decorations to be boxed up (LG/SC)</li> </ul>
6	<b>Agreed date of next meeting Jan 2022</b>	Final date in Jan tbc. SC to share agenda prior to meeting

Lauren Gates - Secretary **Hemsby Primary PTA**