

WHITEWATER PTA MEETING MINUTES

Wednesday 15th January 2020

7.30pm, Class 4

Attendees	Miss Edwards (ME), Amy Evans (AE), Amanda Hunt (AH), Robyn Jones (RJ). Miss Laurie (ML), Rosanna Godfrey (RG), Verity Kirby (VK), Charlotte Margotsen (CM)
Apologies	Lisa Fincham (LF), Susie Vincent, Monika Loud
Chair	Heather Trill (HT)
Any matters arising from the last meeting	<p>RJ ran through any relevant action points from the last meeting. Matters arising/carried forward as follows:</p> <ul style="list-style-type: none">- As no-one has come forward for shadowing Lisa Fincham for the Treasurer role, it was agreed to request that LF put together a simple bullet pointed description of the role to be publicised in the newsletter/email.- Classlist parent contact details to be checked to be up to date by AE with Mrs Fox- HT/LF/RJ to review online payment options and discuss use of BACS transfer for events- ME to add a How You Can Help section to the PTA section of the website- LF to provide information on percentage commission gained from fundraising sites such as Amazon Smile and Easyfundraising- Screwfix Grant – unable to use for Woodland Walk area (see below) but could apply if we have a specific project they could cater for- Penny Wars or Fill a smartie tube with coins – to be done at a later date and with possibility of doing it for charity- DIY Day date to be determined ME to provide dates.- ME to liaise with Dan Trill re clearing and relining the pond which can be done in February/March.- AE to review recycling schemes such as Terracycle- ME to look into guest logins for WIFI- World Kindness Day – the residents of two nursing homes attended the Nativity rehearsals and greatly enjoyed it. It was agreed that they could possibly be invited to other events such as the end of year KS2 production rehearsal.- All agreed Minutes dated 16th October 2019
Treasurers Report – LF	LF was unable to be present at the meeting but provided the Accounts for distribution and review. The accounts look very healthy with scope for smaller funding projects as well as the larger outdoor area project.
100 Club – KP	<p>Discussion was held regarding promoting the 100 Club as renewals are due in February. Monies raised through the 100 club – ½ goes to the prize fund and 1/w goes to the school to purchase library books.</p> <p>The following actions were agreed:</p> <ul style="list-style-type: none">• VK to liaise with KP and promote via classlist, book bags including some pictures of the books the money has helped to purchase.• Sign up sheets and information to be displayed in the library during parent evenings and celebration of learning events VK
Projects Focus	ME gave an update on the Outdoor area project. Hampshire County Council have introduced a new process which requires several steps to occur for any within school project. ME to complete an application form to invite companies to tender from approved HCC contractors. The school and governing body then choose the

contractor to do the works. A member of support staff is providing a plan for the area to accompany the application. The estimated budget for the works is £10-15000. Tesco provided a grant towards this via the PTA which expires in May 2020 so needs to be spent by then. The PTA expressed their wish that this be pursued urgently as the project has been ongoing for some time with no outcome. **ME to submit application and update PTA on progress on an ongoing basis. RJ to include updates in the newsletters.**

RJ proposed a PTA Funding Request Form to be used by school staff to request funds for smaller items/projects. It was agreed for this to be distributed to staff and pinned to the notice board. Each month the PTA Officers will review the requests and determine if able to fund the request. **RJ to update the form with which areas of the school the item(s) may benefit and send to Mrs Fox for distribution**

Previous activities feedback

Sparkly Disco – went well and was enjoyed by all that attended

2019 Christmas Fair – the fair was enjoyed by all. Some points to note:

- The location of the scouts table blocked the side entrance to Elfridges and reduced the foot flow significantly. This needs to be reviewed for 2020.
- Rotherwick Village Hall are raising their deposit this year and may increase the reduced hourly rate the school receives for the use of the hall in the future. It was agreed to keep the fair at the hall this year at the reduced rate and review for next year if rates increase. Date for this year's Christmas Fair – Thursday 3rd December. **RJ to review Village Hall Charter.**

Christmas Fundraiser – Travel Mugs. Only a small number of mugs were sold. Some were able to be returned to the supplier for a refund. Approximately 20 are left which could be sold at Sports Day for use with refreshments or at the summer fair.

Future Events

Rabbit Class Fashion Show Thursday 6th February – VK/HT advised that some tickets had been sold but more promotion was needed. Information was sent out in the book bags last week. **RJ to promote in the newsletter. VK to promote via Facebook.**

Bunny Hop Disco Thursday 26th March – It was agreed that the PTA would cover the cost of the disco this time. Items to purchase could be taken from stock available in the PTA shed. **RG/HT/RJ to co-ordinate the disco.**

Big Breakfast Thursday 27th February – CM confirmed this would be 0800-0830 and would be a family event encouraging family members to join their child(ren). Each child participating must have a supervisory parent present. It was agreed to use the rolls from the Christmas Fair to offer bacon/sausage rolls and also pancakes.

Spring Ball Saturday 25th April – AE confirmed the theme was 1920s. Fundraising events were planned for the rest of the spring term. Tickets would be available after half-term.

Summer Fair Saturday 13th June – it was agreed to focus on an Olympics Theme. **RJ to determine if Olympic promotional material can be used including the rings and logos.** It was suggested that to help with the number of volunteers required that Year 5 run more stalls this time. **HT to invite parents to join the Summer Fair Committee to help with planning and preparation.**

It is generally felt that the allocations by Class for events is no longer working effectively so the drive for volunteers to help plan and volunteer at events should be school wide.

Any other business

Sponsored Event – after the success of last year's Bounceathon, it was agreed to run another sponsored event. HT proposed Team Super Schools who would come and run a sports themed event. It was agreed that this would be a great idea and that the PTA would cover the £2 levy per child. **HT to contact the organisation to see if they have any dates available for May (after the 18th May).**

Frequency of PTA Meetings – it was agreed that it would be beneficial to have two PTA meetings a term. The first would include the School PTA representative(s) and the second would be an opportunity for Committee Members and parents to discuss progress of current projects/activities. This would be held in someone's house.
Date for March and May Meeting to be agreed.

It was proposed by VK that we invite prospective parents to some of our events such as the Christmas and Summer Fair. ME agreed this would be a nice idea.

RJ advised that there has been no response to the request for a Class PTA representative from Class 3, 4 and 5. **RJ to add to next newsletter.**

Matchfunding – CM advised that her company does not match fund but cover expenses, but criteria includes some staff members need to volunteer during the event they are covering. **CM will approach her company again to perhaps support an upcoming event.**

It was advised that Morrisons do grants that we could look into in the future too.

Date of Next Meeting

PTA Meetings March and May. Date to be confirmed.