

# St Nicholas CE Primary, Hurst – PTA/AGM minutes

Thursday 18<sup>th</sup> November 2021 7pm- Teams

## Attendees:

Debra McGrail - Headteacher  
 Simon Farrar - Chair  
 Rob Dowding - Vice Chair  
 Clare Waymark - Incoming Treasurer  
 Sarah Sollesse - Secretary  
 Mike Rand  
 Emma H  
 Louise Gawthorne  
 Harry Morley  
 Clare Geoff  
 Jen Davies  
 Lorena Ramirez  
 Anna Pawlak-Gouveia  
 Mrs Vanderpuye-Ayoola

## Apologies:

Agenda Items and Discussion	Actions
<b>Approval of Previous Minutes</b>	
<p>These have previously been sent                      Agreed if no concerns raised in 24 hours minutes to be sent to Nadia</p> <p>No previous matters arising from minutes</p>	SS
<b>New Agenda Items - General</b>	
<p>Christmas dinner and dance with Hurst Village Society has been booked for December 2022</p> <p>Donations received £2000 person would like to remain anonymous                      Agreed Mrs McGrail to write letter of thanks from School and Mike to deliver, this will be used to fund science teacher.</p> <p>Claire Geoff raised that it is on the newsletter that people can make a donation, but it would be helpful to make it clear how you can donate. Clare W agreed this would be helpful and that she would make the process clear</p> <p>Giving Tuesday next week                      Agreed this be an opportunity to request donations given that we are unable to fundraise– suggested we put something on facebook and to say that the money will go towards new reading books.</p>	<p>DM MR</p> <p>CW</p> <p>CW</p>

**Financial Report**

<b>Month</b>	<b>October</b>	<b>£ (2,079.24)</b>
<b>Opening Balance</b>		<b>£ 12,526.18</b>
<b>Income</b>		<b>£ 1,296.33</b>
	Parental Contributions	£ 322.50
	Fundraising - General	£ 222.49
	Events	£ 281.00
	PayPal Balance	£ 470.34
<b>Outgoings</b>		<b>£ (3,375.57)</b>
	Contributions transfer to school	£ (2,062.50)
	Agreed funding to school	
	Expenses / Funding PTA events	£ (1,313.07)
<b>Closing Balance</b>	<b>Calculated</b>	<b>£ 10,446.94</b>

**Fund raising events**

Cake sales  
 Successful cake sale before half term  
 Milne Christmas theme on 3<sup>rd</sup> December  
 2 cake sales next term  
 Donaldson 1<sup>st</sup> half term after Christmas  
 End of spring term TS Elliot

Emma suggested doing a Christmas event with the children after school – each class does a small event, fairy lights, minced pies, tea and coffee. With buckets etc. Miss McGrail said she will look at the logistics regarding staff, after school club etc. Wine and water stool to use up the alcohol in PTA shed and a lucky dip for the children. Agreed 15<sup>th</sup> and 16<sup>th</sup> December 1 evening for infants and 1 for juniors. Small group to organize event. Emma Henderson, Sarah Sollesse, Claire Goff, Rob Dowding

EH

Christmas disco cancelation plan – 10<sup>th</sup> December  
 Difficulties with timing to reschedule  
 Rob to see if we can rearrange for summer

RD

Non uniform day chocolate collection for chocolate tombola  
 People to collect at gate  
 Rob and Simon at drop off  
 Sarah at pick up  
 We Need raffle tickets  
 Chocolate needs to be numbered  
 We also need people to run the stool – rota  
 Discussed if we should have indoors or outdoors agreed indoors

SF

<p>Dare to be different collection on 10<sup>th</sup> buckets to be left out by Miss Mcgrail because the Christmas disco cancelled agreed:  Bauble hunt around the field  Collect in house groups  Parents to Hide baubles  Arrange sacks and baubles  Sarah to co-ordinate - Emma/Louise G to help</p> <p>Christmas cards  Suggested to get them printed at Costco  Agreed that time scales may be tight  Agreed to consider this again next year</p> <p>Quiz night spring term  Need match funding  To run summer next year</p> <p>Other proposed fundraising  PTA cricket team to meet in pub</p>	<p>EH</p> <p>SF</p>
<b>Advertising events</b>	
<p>improved advertising for events  These need more regular and more organised advertising  Need to manage the Whatsapp group reps for this  Agreed a weekly – message with update of events</p> <p>Bags to school should have more local advertising and inclusion</p>	<p>All</p>
<b>Spending Requests</b>	
<p>Spending requests  Talking Tins £50  Reading books in lower Juniors £1000</p>	
<b>All approved in the meeting</b>	
<b>AOB and Date for next meeting</b>	
<p>Discussed the need for shadow roles to support people to be in background and take over roles in future. Clare and Sarah to develop spec for their roles</p> <p>School Christmas lunch going ahead with no parent helpers  16<sup>th</sup> December  Sarah to purchase and arrange what is needed  Christmas lunch and gift for children  Crackers  Table clothes  Napkins  Gifts</p>	

Next Meeting : Thursday 27 <sup>th</sup> Jan 7pm	
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