

Attendees

Ricky Leigh – Head Teacher (RL)
Rachel Doherty – Treasurer (RD)
Sarah Turnbull – Secretary (ST)
Mike Anthony – Vice Chair (MA)
Daniel Smith - (DS)

Apologies

None

Actions from Previous Meeting

Contractor Quotes – RL advised that the final quote was being chased, he will ask Mr Prince to email a rough estimate of the price to RD. **Action RL**

Santa – the suit has still not been found although RD is certain Leaders returned it last year. It was agreed that a voice recording of Santa would be done this year for the children and then the present sacks left outside each classroom.

Consent to Share – it was agreed to discuss this now in full as it was on the agenda. MA will be doing a cleanse of the FB Page in the New Year as some members children have now left the school and we need to be reaching the right target audience. MA advised that a completed Consent to Share will be needed for each member or these members will have to be removed. MA asked that RL include the consent to share in the Bulletin this week, RL asked for a couple of paragraphs regarding this from MA to include and advised that he would re-open the original link. **Action MA/RL**

Agenda Items

Treasurer Report – RD provided a breakdown of the account as at Dec 13th.
£5309.79 was carried forward and currently there is approximately £7002.75 in the account. A complete breakdown will be provided once the Christmas Shopping expenditure has been added.
Action RD.

Recent Events

Raffle – RD advised that there are still 10 hampers to be collected, but that those who had collected were happy with the contents, RL confirmed that only 3 were now in Reception. MA thanked RD, ST and HS for their efforts with the raffle, ST stated that it was really all down to RD and also thanked her parents for storing them in their conservatory. RD said a lot of new faces got involved with this event, MA said it would be great if we can keep them interested.

Christmas Shopping – ST advised that this was a great success this year, it finished early and the use of the library was much better than using the trolley system last year. RD talked about maybe raising the amount of each gift next year and the number of gifts each child can buy. RL stated that having a list of the order in which the classes would shop was beneficial and that the change up of the order was good. RD explained that the order years were left to shop alone with friends and only offered

support if they seemed to be struggling to choose. RL asked if the profit made could be shared, RD confirmed a rough figure could be added to the bulletin.

Santa – discussions took place regarding the gifts, RD confirmed that Year 3 and 4 boys were still to be purchased but all the others were wrapped and in school ready in the sacks. MA asked how he should address the different year groups, RD said she would email him the previous script used.

Stampastic -RD read the email from Stampastic out to the meeting and asked if the account had been reactivated? RL thought it had but advised that there are still so many unlabelled items of lost property. Discussions took place regarding the cost of branded items and that all uniform items really should be labelled clearly. It was stated that there is a new legislation that schools can no longer insist on branded items, RL stated that Berewood never had.

PTA Calendar – it was agreed to carry this Agenda point over to January’s meeting.

AOB

DS – suggested that it maybe beneficial to set up a website for the PTA so that card payments could be made for raffle tickets etc, this seemed a good idea but there were concerns that there maybe fees attached. DS agreed to investigate this more and send RD more details. **Action DS**

ST – no

RD – no

MA – no

RL – asked if the PTA could set up their own Zoom Account, discussions took place regarding changing the platform to Teams or Google Meet as there is no capped time. MA took an action to investigate this further. **Action MA**

Next Meeting planned for Monday 17th January at 7.45 via Zoom

Actions Table

Date	Summary	Person Responsible	Closed/Ongoing
21 st April	RL to arrange for three contractor quotes for the outside stage area	RL	One quote still outstanding, being chased. Mr Prince will send over a rough estimate of price
15th Nov	MA to speak to RL re Consent to Share	MA	RL to send out details in Bulletin provided by MA. MA to carry out a cleanse of FB page

15 th Nov	HS to speak to Miss Broadbridge re weekly teacher updates	HS	
13 th Dec	RD to send over completed Tres Rep	RD	
13 th Dec	DS to investigate the use of a website to take card payment and send to RD	DS	
13 th Dec	MA to investigate using Google Meet or Teams in place of Zoom	MA	

Meeting closed 8.45