

## **Berewood Primary School PTA Meeting 7.30pm January 11<sup>th</sup> 2023**

### **Attendees**

Kat Fitzgerald – KF  
Holly Spencer – HS  
Mike Anthony – MA  
Rachel Doherty – RD  
Sarah Turnbull – ST  
Megan Carter - MC  
Donna Hopkins -DH  
Emma Topliss – ET  
Brooke Hewson – BH  
Lisa Mahaffey – LM  
James Mahaffey - JM  
Jay Fisher – JF  
Amy Tomkin – AT  
Naomi Plasted – NP  
Lucy Berry - LB

### **Apologies**

None

KF opened the meeting, welcomed, and thanked everyone for attending.

### **Previous Actions**

KF explained that there had been some issues with Cauliflower Cards and missing artwork and orders being cancelled. RD advised that emails had been sent to her personal email address and these had been missed. NP asked if the process could start earlier? But this would mean making Christmas Cards in September. Discussions took place regarding other companies that could be used.

KF thanked AT's husband for being the Elf at Christmas and advised that Year R would be receiving their books shortly, these were delayed due to the postal issues.

### **Christmas Shopping Update**

KF advised that this event had gone well but that there were some issues with the labels and that maybe the teachers should keep them next time. RD advised that more children only bought for one or two people this year which could be due to the cost of living crisis. DH stated that it was hard to help the children as there was so much to choose from. HS stated that more support is needed from the teachers with regards to the labels and the chasing up of those not handed in. Names were missing from the back of a large amount of the labels, and it would have helped if these had been checked in class by the teachers beforehand. ST advised that she collected each class for their shopping and all the teachers were very supportive of the children leaving to shop. Discussions took place regarding how the label situation could be improved, by these being completed in class maybe.

### **Treasurer's Report**

RD provided a breakdown of the current financial situation. See attached.

BH asked what was happening with the sensory room, KF advised that the school will purchase the items and then invoice the PTA for them.

### **Christmas 2023**

KF made a suggestion that the shopping days could run every other year and that a Christmas Fayre could be held every other year, with a grotto, food vendors outside, craft stalls, craft activities, mulled wine etc. RD commented that for some children the Christmas Shopping days are their only chance to shop, MC commented that the shop could be set up in the hall also. RD felt that again those that didn't attend the fayre would miss out. HS suggested that the children could be asked which they preferred. ST suggested if the fayre was held on a Friday after school or a Saturday then the shop remain in situ on the Monday for those children wishing to shop but couldn't make the fayre. All agreed this could be a solution.

### **Film Nights**

Discussions took place regarding the last film nights and how Year R found it hard to concentrate for the whole of Encanto. LM asked if the younger years could have a party instead? MC suggested that shorter films could be shown for Year R and Year 1 and then Year 2 onwards would run the same as before, as Discos will take place also later in the year. KF took an action to investigate films and dates. **Action KF**

### **Easter and future events**

Various ideas were discussed for an Easter event on the field, including holding a Colour Run, Easter themed cake sale, egg hunt using a code breaker idea that MC explained, easter bonnet parade and food vans. HS asked whether this would mean hiring toilets, MC confirmed it would be ok to open up certain toilets in the school for this. AT offered the use of her Peter Rabbit costume and some tickets for Mini Ravers to be used in a raffle. ST explained that local businesses were approached last year for raffle prizes and this was very successful. DH asked if the rainbow raffle could be held again, MA suggested holding this in the summer. ET suggested a hot cross bun morning and MA suggested an adult quiz night. ET explained how a jarbola worked, Break the rules was discussed, along with sponsorship ideas, RD and ST explained about the 2023 idea they have seen.

### **What are we fundraising for?**

DH asked how the sensory room was coming along, MC confirmed that once it was completed photos would be taken to show the community and thank them for their support. MA provided an update on how the PTA were raising funds for an outside stage but that this proved difficult to source, then an outside gym was suggested but a vote had not been taken on this. DH asked MC what the school would like? MC advised that she would firstly like to increase the size of the playground area by having a large section of Astroturf put down, secondly she would like some composite benches for the children to sit at and chat or draw at during breaktimes. All agreed that these ideas would benefit all the children and MC took an action to ask the Business Manager to obtain some quotes. **Action MC**

### **PTA Funding Request**

KF explained that a form has been created for teachers to complete if they would like to put in a funding requests for the PTA to consider

### **Pre-loved Uniform**

HS stated that dates needed to be set up for the more uniform sales, ET advised she would be happy to be involved with these once a month. KF/MC took an action to look into dates. **Action KF/MC**

**AOB**

**MA** – no

**MC** - no

**RD** – advised that Startrite offer First Aid and CPR courses for free to her work and she would see if this is something they can do for the school and parents. **Action RD**

**KF** – thanked everyone for attending

**HS** – no

**DH** – no

**JF** – no

**JM** - no

**LM**- no

**ST** – no

**BH** – no

**AT** – no

**ET** – no

**NP** – no

**LB** – no

Meeting closed 8.45pm

Next Meeting 2<sup>nd</sup> March 7pm

#### Actions Table

Date	Summary	Person Responsible	Closed/Ongoing
14 <sup>th</sup> Nov 2022	HS to chase Cauliflower Cards	HS	Closed
14 <sup>th</sup> Nov 2022	KF to source books for all year groups	KF	Closed
14 <sup>th</sup> Nov 2022	KF to arrange date for Santa Visit	KF	Closed

11 <sup>th</sup> Jan 2023	KF to investigate dates and films for Film Night	KF	
11 <sup>th</sup> Jan 2023	MC to ask Business Manager to obtain quotes for Astroturf and Benches	MC	
11 <sup>th</sup> Jan 2023	KF and MC to discuss Pre-Loved uniform sale dates	KF/MC	
11 <sup>th</sup> Jan 2023	RD to find out about free courses from Startrite	RD	