

## Lord Deramore's PTA – Planning meeting notes

Monday September 19<sup>th</sup> - 6pm

### Present:

Eszter Ungar, Karen Van der Zee, Ruth Davison, Gez Muncaster, Vanessa Greenway, Kristell Colin, Steph Schmitt, Nora Alden, Ebony Wonnacott, Heather Hawkins, Victoria Jack, Jaime Casas, Natalia Stawniak, Kate Arnold, Anna Golinski, Helen Smith, Rachel Carr,

### 1. Apologies:

Isabel Jagoe, Liz Maxwell, Beate Riedl, Katherine Denby, Sheena Powley

### 2. New committee members:

After the AGM in July there were still some posts open on the committee. These have now been filled as Karen Van der Zee was voted in by the meeting as co-chair and Victoria Jack was voted in as secretary. The committee now stands as:

Co-chair: Eszter Ungar (Sara, Y5, and Levente, Y3)

Co-chair: Karen Van Der Zee (Eva, Y5, and Sol, Y3)

Treasurer: Ruth Davison (George, Y4)

Secretary: Victoria Jack (Poppy, Y1)

Communications: Isabel Jagoe (Bryn, Y4)

Bags 2 school: Lotie Parker (Barnaby, Y5)

Second Hand Uniforms: Nora Alden (Lughan, Y3, and Uma, Y1)

Xmas Cards: Sara Barson (Mitch, Y4, and Lola, Y2)

### 3. Events:

We have a busy term ahead with a number of events already in the calendar:

#### **Bingo Night – Thursday 6<sup>th</sup> October**

This event is being run by Helen Smith (Y2 teacher). She has produced tickets and sourced a great many prizes. The event has been promoted in assembly and tickets are being sold in the playground Tuesday, Wednesday morning, Thursday and Friday afternoon – Support with this would be welcome. There are 130 tickets to sell, £5 adult and £1 child.

There will be snack deals on the night:

Drinks & Snack (cake/wagon wheel) - £1

Pre-pay for hot dogs on entry - £1

#### **ACTION:**

Gez – order bread buns from Badger Hill Baker (130), investigate slab cakes

Nora – Buy vege hot dogs

Jaime – Buy hot dogs from Aldi and investigate cartons of juice

Ebony – Buy ketchup and mustard, tea, coffee from Home Bargains

Ruth D – Bookers trip to mop up any snack requirements – Tuesday 4<sup>th</sup> October

Helen – Produce hot dog tickets for pre-sale on door

Victoria – Produce online google doc for volunteers for serving and interval sales rota during Bingo

***Risk assessment needed for hot drinks***

### **Autumn bake-off and uniform sale– Monday 17<sup>th</sup> October**

Having been raised at the AGM last year, it was agreed that Monday is a good day for bake sales as it allows the weekend to prepare. This bake off will be autumn themed so that students can choose whether to do Halloween or not. Ideally poster will show different autumn themed ideas.

#### **ACTION:**

Eszter – Ask Ros Beardshaw about posters for this and future events

Victoria – Produce online google doc for volunteers to man bake sale and uniform stalls

### **Halloween pumpkins and Disco – Thursday 20<sup>th</sup> October**

This has always been a popular event and it was felt that, although Halloween is in the holidays, it would be nice to keep the theme of this evening and include the pumpkin carving again.

#### **ACTION:**

Isabel - Collect Hay and set up of pumpkins

Ruth D – Bookers trip for tuck shop

Ebony – Book Dave - disco man

Victoria – Produce online google doc for volunteers for tuck shop rota

### **Autumn crafts – date TBC, week commencing 7th November**

Whilst not a huge money maker this has always been a lovely community event and is particularly good at including the youngest children in the school.

We will need volunteers to man hot chocolate and cake stall and to help out with crafts.

#### **ACTION:**

Isabel – Run a forest activity – perhaps fire lighting and make bread on a stick?

Eszter – Craft activities

Rachel – Check whether Wednesday 9<sup>th</sup> November is ok with school

### **Christmas Fair – Friday 2<sup>nd</sup> December**

Beate has been requesting raffle prizes but no response yet. There will be a further planning meeting to discuss stalls in the week before half term (17<sup>th</sup>-21<sup>st</sup> October). Helen has managed to acquire a great many prizes for the raffle so we will try approaching some of those companies again.

There are a number of key items that need doing before the main planning meeting outlined below but the rest will be discussed at that meeting.

There will be a non-uniform day Friday 25<sup>th</sup> November for donations for raffle prizes.

#### **ACTION:**

Jaime – Renew raffle licence

Eszter – Buy raffle tickets

Ebony – ask Jo Wright for help with raffles prizes.

Vanessa – to look for details of raffle prizes from last year

Heather- ask pre-school about stall

Steph – ask afterschool club about stall

Ruth D – speak to Lisa about Santa prizes – login for Towbar website

Victoria – letter to parents about raffle prizes

Rachel Carr – Check if Mr Bradley is happy to be Santa again

Eszter/Karen – ask cook about pizza, check with Julika about waffles, ask Sarah Barson to get Boden voucher for raffle

### **Christmas cards**

These will be made the same as last year but ordering will be online. This will make it a lot easier to manage. Sarah will co-ordinate this.

**AOB:**

- Louisa Garcia is setting up a family film club – first night 14<sup>th</sup> October 3.45, not directly linked to PTA but part of community
- Bags to School will be coming to collect from school on Tuesday 15th November. Bags will be distributed through school week of 17<sup>th</sup> October.
- Suggestion about selling tickets for parts of the old school was discussed. Whilst some items have been promised elsewhere Rachel felt this idea has potential so will discuss with school and it will be on next agenda.
- Money committed so far this year is for singing CDs and money being held over for a sound system in the new school. It was also agreed at the AGM that the PTA would fund outdoor learning week next year. Suggestions for money made this year are for a piano and sensory garden/outside area.

**Meeting closed at 7.30pm****Items from the agenda not discussed at meeting carried forward to next agenda:****Riding Lights**

There will be no riding lights performance this year. There was discussion at AGM about looking for alternatives but no commitments as yet.

**Spring term fundraising ideas**

- Tea towels
- Auctioning of items from the old school as mementos – e.g. pegs
- Easter Bake-off