

Tuesday 29th Jan PTA Minutes – meeting held at 8pm at Elmlea Junior School

Attendees: Debbie Frost, Shenal Odgaard, Tina French, Lucy Pengelly, Gavin Ball (WOT Baptist Church community outreach lead), Sally White (business lead for school), Jo Sloper (SLT), Neil Denham, Steve Forbes, Natalie Zalka, Charles Thomas, Sophie Kidd, Lydia Sheehan, Amy Forest, Ruth Roberts, Catherine Philpott

Via Zoom: Joy, Becky Ward-booth, Rachel Andrew,

Change of name

Vote taken on official change of name. Previously 2 PTAs - infant and junior. Haven't used Junior one for some time, all funds have been going through the Infants. Application made to wind up the Junior PTA. Proposal to change the name of the Infant PTA to incorporate both sites. Voted unanimously to officially change name to Elmlea Schools' Trust Association (ESTA), in line with the school - Elmlea Schools' Trust.

Tina also talked about the need for more trustees, she is currently the only named Trustee. The role of the trustees entails ensuring the correct use of money / following rules / good ethics. Voted unanimously to appoint Debbie, Shenal and Becky W-B as trustees. Tina will collate the necessary info and update our records with the Charities Commission.

PTA member appeal

Debbie talked through ideally wanting shadow PTA members, who will then commit to ideally 2 yrs on the PTA. By shadowing not much responsibility this year, but would step up.

Roles needed - Treasurer, secretary, 2 x co-chairs. No one volunteered to do this, although Amy thought she knew someone who may be willing to undertake the treasurer role.

Will ask again on the newsletter, but we need these roles to ensure the continuation of PTA.

Debbie asked if anyone knew anyone who might be willing to do part of any role, please discuss with them and ask them to get in touch ASAP

Christmas event – big success

- Christmas trees were good quality
- General feedback from people who didn't buy them from us is because they like to choose them themselves, from a selection, or they like to buy them earlier
- Gingerbread houses were a great success, along with puddings and other items sold. These items generated visitors on the evening.

Ideas for 2024:

- Ideally sell Christmas Trees earlier.
- 2024 combine bigger market and Christmas tree collection – on a Saturday afternoon end Nov and for everyone, inc. children.

Christmas cards – Cheryl stepping down, need someone else to manage. Amy and Rachel Andrews both agreed to this. Debbie will ask Tina to send details before summer as children need to design them in Oct.

Ordering will change – to order direct to company, delivered straight to house, or school (tbc), meaning less work from PTA.

The organiser will need to collate samples and send off amongst some other things

Christmas Card making – trialled having a printing session. Poor turnout - generally felt too much to have another event at that time of year

Hampers - Nuala happy to run again. Always a good one for fundraising. Jo Sloper informed us that they had a parent who donated her hamper to a family who needed it much more. Discussed about using a few hampers to go to a good cause / charity who works with those less fortunate. Gavin from WOT Church, said that they have a food bank box in the entrance, which is open to anyone to drop off. Perhaps once / twice a year we should do a drive for collecting food stuff.

Drinks at bedtime stories – this was well received by those who attended. Agreed we should do next year.

Nativity drinks – lots of organisation, as it's 8 sessions – 2 a day. Not a huge amount of profit. Not worth it for time and effort, therefore not to run again in 2024.

Discos – went well. Debbie will d/w Jen about how she found it. Discussion re pricing of prosecco - feels quite high to pay £4 for a small glass (this needs to be d/w PTA, as these are set prices by us)

Upcoming:

Wine tasting. Feb sold out in 5 days – 78 attendees. Nice wine through majestic. Great raffle prizes. Sell tickets on the night, and before on the ESTA PTA site. Draw post the night. Louisa will run the wine tasting. She is organising Majestic wines.

Plant sale on 8th March alongside cake sale after school (tbc if Louise is free). Several shops have confirmed donations to it, including waitrose and co-op on stroke lane. Lydia has been supporting Debbie doing this, and has emailed lots of local places - Henleaze Garden Centre has also confirmed a donation.

Jo mentioned that the juniors run their own cake sale for charities. Debbie to check with school that the date works (this has been done - on 31/1/24).

Quiz – always sells out. **date tbc.** Cheryl and Louise are conferring about a date, and will inform school.

Bag2school– Sophie Kidd is lead for this. Debbie to discuss with her and school about car park / parking for van. **Agreed collection date: 26th April.** Material or second hand clothes? Run x 2 a year.

Summer fair – 15th June tbc - use of school campus needed. Debbie to email school suggestions of use. Steve was happy with anything that needed to be used / locked up. Committee to organise – at least one rep from each year group
Ensure insurances are done for any businesses attending
Manage the plan, oversee the plan
Each class responsible for a stall – run by parents in 20 min slots
Or year groups can be responsible for all catering for example.
Some teachers might run a stall

Shenal asked why it was such a big thing, could we not do more of a picnic like last year, where it was more relaxed. Jo and Steve said that this was a nightmare from the teacher front, as they ended up looking after the children as they were running everywhere, while the parents sat down on the field. Debbie also said that by doing a low-key thing we cannot include the larger community - local neighbours, ex elmlea pupils etc, which would limit funds.

Will from Shine volunteered for people to bowl at him
Bouncy castle

Committee:

Reception: Amy & Rachel

Yr 1: Lydia

Yr 2: Shenal & Tina

Yr 3: Debbie & Lucy

Yr 4:

Yr 5: Catherine & Natalie

Yr 6:

Debbie will start a committee whatsapp, and organise a date for meeting soon.

Gavin said that he played in a band, and if wanted / able he might be able to play at our school fayre. Also said that we could likely use the car park for something for school fayre.

Post out to class reps to get volunteers people to sign up for the committee for those years lacking someone - DF to do this next week, after disco on friday

Spending

Currently have approx £26,000 in account. Expenses for wine tasting and discos still to be taken out...

- School would like to replace the wooden gazebos on the field - they have been condemned. Would like to replace them with a single structure that can be used as a classroom as well as an area for the kids to play in.

- Replace canopy in infants playground - first guesstimate is about £9,000
- Send photos of current canopy etc to PTA email so we can show before and after - Steve to do this.
- Uniform shed – needs replacing – Shiplap shed £1,200. Had no response for part funding or help. Could we get second-hand? Steve suggested a storage unit / shipping container. We could clad it in wood if wanted? Questions over size - Steve to measure tomorrow, and confirm size... Debbie to approach the Bristol port company. Natalie Z said she can contact in shipping containers, so can ask them. Neil suggested putting it in the newsletter to ask - Debbie said it's been in there for 2 weeks already, with no response.
- Can we spend PTA money on it? No one objected, but discussion over the amount needed.
- Shed to be used for uniform, dress up for dress up days, plays, Christmas jumpers - good money earner. Jo Sloper said it has hugely helped with lost property & managing this, as unlabelled stuff once/ twice a term gets moved into uniform shed.
- Decent coffee machine - Amy has contacted lots of companies, and waiting to hear. Success with a small donation from one - bank account details given to them, unsure of amount.

AOB:

Debbie applied to Aviva for a community fund. Hoping this will fund the shed. They will match what we raise - waiting to hear.

Secured a fund of £200 for Steve to use on woodland stuff - Debbie to email wickes to tell them what he'd like

Close.