



**HUNDON SCHOOL ASSOCIATION**  
**Minutes of the Meeting**  
**Held on 28<sup>th</sup> April 2017 at 2pm**

**Attendees**

Stella Steel  
Lizzie Rosewell  
Stacey Jones

Laura McDougall Smith  
Jacqueline Duffy

Vicky Hogg  
Sarah Preston

**Apologies**

Sarah Keyte  
Denise Whitfield

**Matters Discussed**

<b>Discussed</b>	<b>Action</b>
1. <u>Resignations</u> Sally Cutts and Melissa North have both stepped down after several years on the PTA. We are very grateful to them for all their work.	
2. <u>Finances</u> Stella is arranging for signatories to be changed.	Stella
3. <u>PA System</u> The PA System has arrived at school and will now start to be used. Payment has all been settled.	
4. <u>Bag 2 School</u> The Bag 2 School collection was not as well supported as it has been previously, but still raised £32. It may be worth arranging the next collection to be further away from the holidays.	

5. Future Events

The future events programme is as follows:

24/05/17 A Mile My Way

16/06/17 Father's Day Gifts

23/06/17 Sports Day

05/07/17 New Parents' Tea and Cakes

Autumn Tea Towels/Mugs

6. A Mile My Way

A sponsored sports event will take place on Wednesday 24<sup>th</sup> May. This event will consist of "A Mile My Way" allowing the children to collect sponsorship for running, skipping, walking, 3-legged run etc. over a 1 mile course. This will be held from 1.30-3.30pm at the village hall and playing fields. The village hall has been booked. Children will be handed over to their parents once they are at the playing fields.

Lizzie will look at possible routes for a 1 mile course. Kelly Mepham has agreed to do a whole school warm up. It is intended to have bubble machines, clappers, "high five" hands, etc. with marshalls on the course to create a fun atmosphere. Children will be started in waves by class and will receive stickers for completing. We may need extra parent volunteers to act as marshalls on the course.

Lizzie

Lizzie

Laura will produce a poster and sponsorship forms.

Laura

The village hall will be used to serve teas and cakes. Stella and Laura will co-ordinate what is needed for the tea stall.

Stella/Laura

A raffle will be organised. **Post Meeting Note:** Denise has kindly agreed to run the raffle. An additional volunteer would be helpful; if anyone is able to assist then please let Lizzie or Denise know. Prizes to include:  
A free treatment provided by Laura  
A personal training session from Kelly  
Meal for two at the Rose and Crown

Denise  
Volunteer needed

There will also be a non-uniform day on Friday 19<sup>th</sup> May when families will be asked to send in prizes for the raffle or a gift for the Father's Day event instead of being asked to pay £1.

Vicky

7. Father's Day Gifts

A Father's Day gifts event will be held on 16<sup>th</sup> June. This will be run on the same format as the Mother's Day event.

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| <p>8. <u>Sports Day</u><br/>Mrs Schwager has asked whether the PTA would be able to organise a Tea and cake stall at this year's Sports Day. It was agreed that we would organise this. Sports Day will take place on Friday 23<sup>rd</sup> June from 1.30pm on the cricket pitch.</p>  |   |
| <p>9. <u>New Parents' Tea and Cakes</u><br/>Some PTA members will attend a tea and cakes event for new Acorn parents during their children's second school visit on 5<sup>th</sup> July (1.15-2.15pm). Lizzie, Laura and Stella have currently volunteered to attend. If anyone else could help then please let Lizzie know.</p> | <p>Lizzie/Laura/Stella<br/><br/>Volunteers needed</p> |
| <p>10. <u>Leavers' T-shirts</u><br/>It was agreed that the PTA will again pay for the leavers' T-shirts. Sarah P is organising the T-shirts.</p>   | <p>Sarah</p>  |
| <p>11. <u>DBS Checks</u><br/>It was discussed whether PTA members need to be DBS checked. Vicky confirmed that this was not needed as long as members of staff were present, but it was agreed that suitable safeguarding measures would be reviewed on an event by event basis.</p>   |   |
| <p>12. <u>Next Meeting</u><br/>The next meeting will take place on Friday 9<sup>th</sup> June at 2pm.</p>  |   |