



# Friends of Mereside PTA



**Friends of Mereside PTA**  
**Meeting date: Tuesday 12<sup>th</sup> February 2019**  
**Location: Mereside Primary School**  
**Time: 7:45pm**

## **In attendance:**

Sarah Searle – Chair of the PTA, Mrs Holmes – Head Teacher, Mrs Brown- Treasurer, Heather Jolly – Secretary, Manuela, Sarah Alexander.

## **Apologies**

Zara Bowden, Jodie Braddock-Bould, Suzanne Heavens, Kelly Loughnane, Janine Knoetze, Samantha Oakley, Kim Breeze, Alison James, Anne Hogg, Helen Bennett-Adams, Charlotte Barker.

## **Minutes and matters arising from the last meeting**

We received wonderful thank you letters from Foxes class to thank the PTA for raising the monies to allow them to go to the Shropshire Hills Discovery Centre. They have written about how much they enjoyed the day and we enjoyed reading their letters at the meeting. The letters were really appreciated. Thank You.

## **Auditing of the PTA accounts**

Mrs Holmes will discuss this with the business manager and arrange the audit.

## **External storage box**

Sarah is to approach Keith as to what he feels would be the best box to purchase to place outside of the reception area for the donations from families of the school. We are keen to get this organised as it will alleviate bags being left in reception or trying to arrange for PTA members to man reception as it's not always possible.

## **Pantomime for 2019**

A provisional booking has been made for Mereside School to attend the theatre in December 2019. Mrs Holmes will discuss with Mrs Edwards and advise us of the costs. The numbers attending this year will increase due to a large intake in September 2019. In 2017 the costs were as follows:

Pantomime tickets:	£2441.50
Transport costs:	£ 590.00
Total	£3031.50
Less parent/carer contributions:	£1831.00
<b>TOTAL PAID BY PTA</b>	<b>£1200.50</b>

## **Projector for sports hall**

As part of the school improvements and development the sports hall is being changed to allow for worship to take place so therefore a projector was part of the requirements. At this stage we do not need to contribute however if the projector is not installed then Mrs Holmes will approach the PTA at that point to assist with the funding of the new equipment.



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## **Bags2School**

Letters and bags are already in school with the deadline date being after the half term

break.

## **Roberts recycling**

This was looked into by Kelly Loughnane and Sarah Searle as an alternative to the Bags2school. Bags2school raises 40p per kg whereas the amount raised with this company would be 50p per kg. In order to cut down on the amount of plastic bags in circulation they provide a box where parents/ carers could drop items into at any time and they would empty each term. Mrs Holmes is unsure at the moment of the new layout to the reception area or if there would be space to place this however it was felt that this would be a great addition and something that the school would be happy to support. To be discussed at next meeting pending new reception plans being available.

## **Christmas Fundraiser:**

The tea towel fundraiser raised £355.98 which was a great amount and they were well received by all the families who purchased them. The previous Christmas fundraiser raised £90.00.

It was discuss that for this year that there will be no Christmas fundraiser by the PTA due to the time and energy that the Christmas fair takes on all PTA members.

## **Christmas Fair**

We raised another fantastic amount of £2527.77 and we received great feedback from parents and the stallholders. A few comments raised were that they felt that perhaps a daytime event would perhaps be more suitable. Mrs Holmes discussed that due to the size of the fair which was great credit to the PTA for being able to grow the fair year on year, she did feel that perhaps we could arrange as a daytime event due to fire safety and being able to evacuate everyone safely in the dark. It was discussed that perhaps Suzanne could contact some of the stall holders to see if they would be interested in a daytime event.

We discussed that perhaps we could change the fair for 2019 to trial out a new approach. We would look to downsize the PTA stalls and remove the craft areas which would free up PTA members to be in other areas of the fair. This would also alleviate some of the time needed in order to set up for the fair also.

Father Christmas this year had 92 children visiting him. The total profit was £230.00 and then we had a donation of £88.00 from Shenade and the chimney sweep company who sponsored the grotto. Many families spend a large part of the fair waiting in line to see Father Christmas and before the event the staff spend time decorating the grotto and we have the ongoing purchasing of presents and then the time to wrap the presents. We discussed that perhaps next year father Christmas is "unable to visit" the fair and have him attend the classes instead. EYFS and KS1 would have Father Christmas visit the class then leave a class present such as games for wet playtimes etc. He would perhaps not visit KS2 but presents would still be left in the class for them. This will be discussed again at another date.

A breakdown of the PTA stalls profit as follows:

Lucky Dip: £48.41, Cakes: £116.45, Decorate a cake £43.00, Books:£24.00, Pocket money toys £41.00, Tombola: £255.00, Bric A Brac,£33.45, Teddy tombola £83.00, Hook a bauble £9.80, Guess the name of the teacher: £4.00, Craft room: £10.20, Uniform £17.00, Water to wine: £116.00, Slush stop donation :£34.00, Mrs Evans & the TA pop up stall: £53.40, BBQ £274.46, £1 in a bucket: £38.05, photographer donation:£25.00,Misc bag of monies: £49.00.

Stall holders costs: £440.00

Pre sales of Raffle tickets: £612.50

Raffle tickets sold on the night: £183.40



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Father Christmas: £230.00  
Donation for sponsorship of the grotto:£88.00  
Less Floats on the nights: £187.00  
Less expenses £375.94

We will need to look into raffle ticket printing asap due to the family that normally prints the tickets are no longer available to print these. This will be at a cost now for each fair. The raffle was another success with fantastic prizes to be won.

### **Cross Country Event**

The PTA had a stall at the event selling teas and coffee. Calvin Hignett was very appreciative for the PTA being in attendance on such a cold day. The families of the children taking part were very grateful too. The refreshments raised £29.00

### **Future event planning**

#### **Snowman drive**

(similar to the beetle) for a December family event. Date and details to be discussed in the next school year.

#### **Sponsored read**

Letters have gone out to families this week about the sponsored read. There will be an assembly at school on the 14<sup>th</sup> February to launch the event.

#### **Easter Bingo: Friday 5<sup>th</sup> April 6-8pm @ £2 per person**

We will approach the bingo in the same way we did the event last year with contributions from families for prizes. Sarah to liaise with Heather with regards to a letter being drawn up. Last year it was very well tended but we were a bit tight on space. Sarah to check on last years figures and look at possible layout in the hall. Discussed using the dining area space as a possibility however we may to cap the amount of attendees. We will also need to check on the stock of bingo cards & bingo dabbers and also need to discuss with our fabulous bingo caller if he is available for the event.

#### **Multi-cultural event**

This was discussed and it will be an event that the school can support. Mrs Holmes will discuss with heads of departments as a way to write it into the curriculum as Mrs Holmes would very much like this to be a mini project taken on by classes and families of the children at the school. We would be looking at possibly March/ April 2020 to allow time for this to be planned and written into the curriculum and for the teachers planning. To be discussed in the summer/ autumn term.

#### **Disco – Friday 17<sup>th</sup> May EYFS & KS1 3:30-4:45, KS2 5pm-:6:15pm**

The year six children have a day out on the 17<sup>th</sup> however they are invited to attend should they wish. They will have their own leavers disco at another date.



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Serving chips at the last disco went down well with the children. Sarah Searle will discuss with Amy if she is available to help us again with the cooking of the chips and if we can use the dining room plates, cups & cutlery.

The KS2 disco works well with the teachers taking over the music and dance events however we need to see if we can alter the KS1 disco as there was nobody really taking on the music and getting them involved with the disco as much as the KS2 event. It was suggested that we ask Zara if she would be available to assist with the running of the EYFS & KS1 event.

### **Cinema Night – Autumn cinema night**

The children had a fantastic night at the cinema night last year. It was the 1<sup>st</sup> event and we knew that there would be teething issues. Mrs Holmes to discuss with Sarah and PTA members in June/July as we may need to hold 2 separate events and the seating/ bags & bottles needs to be looked at.

### **Summer Fair - Saturday 6<sup>th</sup> July**

Looking at making this more of a family affair with only PTA stalls, visiting services such as fire & rescue, local community groups, games organised by teachers etc.

More to be discussed at next meeting

### **PTA Store cupboard & Stock sale**

We have a tremendous amount of stock in our PTA cupboard and in order to go forward with future events this desperately needs to be tackled. Also we have a huge amount of items which have not sold at events so we are looking to empty out the cupboards and sell these at a small event straight after school in the sports hall. Possible dates mentioned for the after school sale was Friday 22<sup>nd</sup> March or Friday 29<sup>th</sup> March. We do however need to arrange a date with PTA members to empty the cupboard. Mrs Holmes will allow us access to a room to allow the sort out to happen. Date to be discussed and arranged.

School uniforms: Mrs Holmes will make a note of uniforms she requires for families who need assistance with uniform. Also we need to have a discussion with classes/ keys stages for what uniforms they need for their spare uniforms box.

We then need to try and whittle down the amount of uniform as there is so much in the cupboard. We can donate what we can to countries in need of school wear. Heather offered to help with reducing the amount of the uniforms stored in the cupboard.

### **Financial Update**

The figure will be discussed at the next meeting due to information not being available as to the current balance.

The PTA outgoings for the Autumn term were £5758.16. The costs deducted were for the year 3 & 4 term of ukulele lessons £880.00, £1000.00 for new IPADs and accessories, the monies paid to each year group for the contribution towards educational visits £2800.00, the travelling pantomime £849.00 & the leaf blower for Keith Bradford to maintain school grounds £229.16.

Mr Carr had asked previously for funds to cover the wooden structure and base of the greenhouse for the gardening club. These costs so far are £274.32 inc vat.



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Mr Carr has asked for money towards installing and repairing sleepers used in the raised beds in the garden. Quotes still to be obtained and will inform us as soon as they are received.

Mr Carr had previously asked for some funds to mark out the KS2 playground in paint with activities for playtimes. Go ahead was previously given and will check to see on the progression of this.

Picnic Benches: The PTA gave the go ahead for 2 picnic benches and a friendship bench to be ordered. Mrs Holmes will discuss with Keith Bradford on the development of this.

Junior Play Trail: This will be a rather expensive project, it was suggested by Mrs Holmes that the monies raised from the summer fair go towards replacing this as it requires a new structure rather than just a repair being carried out it.

Role play Box: Mrs Holmes had sent out a letter to parents asking for donations for the role play box and families were very generous with the donations. As soon as the bark area is rectified and back in use then the role play box will be out and no donations will be required from the PTA.

First Aid Classes: Mrs Holmes has all of the information and will be writing this into the curriculum. Once this is in place then the first aid lessons will commence for the children.

Class Budgets: At the moment each year group receive the same amount of money however some of the year groups do vary in size ie current year 2:59 children, year 1: 39. Going forward we may need to look at a price per head. An amount given as a suggestion was £10 per head. To be discussed in the PTA meeting in April / May 2019.

### **Communications**

Suzanne has been busy compiling a fundraising thermometer to show parents what their donations and monies have put towards such as IPADS/ Pantomime etc. Sarah has a few pieces of information to be sent to Suzanne then we can look to send out to parents in the next few weeks. We are going to keep this updated as it's a good visual for parents and families.

In the Autumn term the PTA raised £4132.81 (profit) which is a phenomenal amount in any one term.

The PTA would like to have a display board somewhere in reception where we can show our fundraising efforts, have copies of recent letter to parents and up & coming events. Mrs Holmes will look at the space there is available as there as some boards in what was the Sure start room which could be suitable.

### **Any other business**

Mrs Hudson has received some more donations from Percy Throwers. Some items have been utilised by the classrooms and for the weekly raffle ticket prizes too. The remaining donations will need to be placed in the cupboard when a space becomes available.

There was a discussion if there will be any changes to the PTA and how it runs within the school when Mereside becomes an academy. Mrs Holmes will be having a discussion with the business manager however she believes that there will be no changes required. We will be informed in due course if there are any changes which need to be implemented.

We have always been very fortunate that our raffle tickets have been printed (for free) by a family who attend Mereside Primary School. This will no longer be an option available going forward therefore we will need to arrange alternative arrangements. It was discussed that we could approach the families to see if anyone is in the printing business if they can assist us with the printing. Mrs Holmes is currently having leaflets printed and look into the cost of printing with this company as a possible option.



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Lastly there was a discussion to change the timings of the PTA meetings to perhaps alternating the meetings from daytime to evening meetings. Both Mrs Holmes and Mrs Brown would be unable to attend daytime meetings and there are many days in the week when they have meetings at the end of the school day so for them to be able to attend this would not be possible. However if we had any informal meeting Mrs Holmes is happy for these to be carried out on school premises without them being in attendance. The next meeting we will arrange for an earlier time to see if this attracts more members/ new members to attend.

### **Date & time of the next meeting:**

Tuesday 12<sup>th</sup> March 7pm at Mereside Primary School

