

St Peter's CEP School PTA – charity number 1031496 – Minutes of Trustee meeting

21<sup>st</sup> February 2022 7.15pm.

Present: Sarah Kilgallon, Charles Brock, Natasha Hryniewicz

Apologies: Keith Mitchell

1. The Committee noted the abolition of Covid restrictions announced by the government and the conversation that followed about future activities was held on the assumption that this would remain the case. However it was recognised that the School may retain precautionary measures and that all activities would need to comply with School Policies.
2. Miss Goreham has suggested that the PTA make a regular contribution to School Newsletters and this offer was gratefully accepted. **Charles** will write these articles on behalf of the PTA with topics this term to include: upcoming events, fundraising campaign details including grants received, an appeal for employer 'match funding', reminders about Amazon Smile and The Giving Machine. After Easter focus will shift to firstly building a large team of volunteers to help organise the Summer Fair and then succession planning.
3. The Just Giving page now has a target fund raise of £40,000. It was agreed that the total raised should not be reset to zero (and the new target to £20,000) as showing that more than half of the target had been raised would be more likely to attract top-up / match funding. It was agreed that income received over the past three months would be added to the total when confirmed by the Treasurers report to 28/2/22. The two grants received, totalling £6,228, would also be added to the total. The goal is to achieve the target and pay a further £20,000 over to the School by the end of this Academic Year, enabling a new campaign to be started in the next academic year.
4. It was agreed that other spending (trips, leavers do, swimming lessons etc) would be funded from current reserves.
5. **Sarah** (and possibly Charles) would aim to meet Miss Goreham asap to agree the list of proposed activities, confirm dates for School newsletters and obtain a list of outdoor equipment that the School has on its 'wish list'.
6. It was recognised that there would likely be a significant change to the make up of the Board after the next AGM and that succession planning would be a key focus in terms 5 and 6. Ideally a larger team would be in place and consideration would be made to creating a number of new named posts to attract a team of volunteers.
7. **Sarah** reported that there had been further discussion of the issue of wrap-around care on PTA Whatsapp groups and the Board *unanimously agreed that this was not a matter that the PTA should be involved in; this is a matter for the School to determine and the PTA would stick to its core functions of organising social events and fundraising for the School.*
8. It was noted that Lloyds Bank is still not accepting new business for its Treasurers Account, which looks to be a solution for the PTA's future banking needs. **Keith and Charles** would continue to monitor this and speak to relevant contacts.
9. Possible future events and activities were discussed in outline as follows:
  - A Coffee Morning in the School Hall to "meet and greet" parents, advertise the work of the PTA and facilitate socialising. The aim of this would be to raise the profile of the charity and encourage greater participation following two years of operating under covid restrictions
  - Mothers Day (27<sup>th</sup> March) and Fathers Day (3<sup>rd</sup> July) secret shops with orders being made through Parentmail and delivered to the Children
  - Easter Holiday Craft Packs (may include a small chocolate egg)
  - Staging a Clothing / Textiles recycling collection and, in the future, possibly looking for a permanent recycling 'bank'.

- An appeal for second hand uniform supplies with a major sale ahead of summer (just before or just after the Easter Holidays?)
- Cake Sales on alternate Friday's
- Children's Easter Disco
- Promotion of the monthly Pub Quiz at The Bull (first Monday of the month)
- A major Summer Event held on the Playing Field and in the School Hall. As this would be the first such event since the school move the aim would be to make this a major celebration and a large organising committee would be needed.
- A possible "Back To School" black tie event in September to be held off-site.