

Prettygate Schools PTA AGM meeting minutes

Date:

20/01/2023

Time:

9:30 pm

Facilitator:

Sarah Brown

Apologies

Dom Bowers

In attendance

Sarah Brown (Chair), Hollie Allen (Acting Co-Chair), Jayne Rogers

Approval of minutes

The minutes from October 2022 AGM was discussed.

Board

JR was welcomed to the group and was nominated to act as secretary.

It was proposed that HA be named the new Co-Chair and Trustee. HA will currently serve as acting Co-Chair until the position can be confirmed.

Action: SB to check with Dom on the approach to make HR position official.

Budget

SB and HA provided an update on the activities and spend from last year (such as for example, £2k towards the panto costs, £15K for the prom and installation of pay equipment for the juniors).

SB confirmed that the £5k contribution toward the school library has been paid.

To date the Friends of Prettygate budget stands at £15, 411.59.

PTA Activities and Events

Discussions centered around last year's activities, which ones will recur, and which ones will be new this year:

Month	2022 activity	2023 activity
January	Gift Amnesty raffle	Recurring - In progress Action: need to check bin for donations.
February		
March	Mother's Day Secret room	In progress. Tickets on sale Wonka bars as part of World Book Day – see below for further details.
April	Easter eggs - Agreed to not do again due to duplications. Action: SB to send school email about the offer to contact ASDA to see if donate large Easter Eggs as part of the Easter lunch prize.	Quiz night organised by HA. See below for further details
May	Queen Jubilee medals and books for the children	Kings Coronation – look to do similar medals to Jubilee. Awaiting confirmation of cost from contacts.
June	Father's Day Secret Room	Recurring. Action will be taken nearer the time; no further action is required
July	Summer Festival	Reoccurring on 1 July See below for details
August		
September	Welcome Packs	Recurring. It was agreed by attendees that these should be made available all year round for any new starters part way through school year.
October		
November	Fireworks night	Recurring. DJ booked. Action will be taken nearer the time; no further action is required
December	Christmas Secret Room	Recurring Action will be taken nearer the time; no further action is required

2nd March – World Book Day = Wonka Bars

- There was a discussion to link this activity to World Book Day – link to Roald Dahl
- 500 bars – 5 golden tickets
- 5 children's hampers
- Once ticket sold to delivery the bar to the classroom.

Action

- SB to send school email setting out the activity to check school approves and to confirm when the school will celebrate the day.
- Once approved set up on PTA events to sell tickets.
- Purchase the bars (will need non diary option)
- Print off 5 golden tickets.

28th April Quiz night for grownups only.

- Teams of 4-6 people
- £15 per team
- Bring your own bottle – (depending on outcome of the event to decide is viable to sell alcohol next time_
- Venue to be confirmed. Outside of meeting it was agreed to host in in the Infant Hall.
- HA explained the theme of the quiz rounds based on school topics
- Prizes – Trophy to have Parents names, along with photo to be displayed in the cabinet each year. Medals and wooden spoons.

Outstanding actions in progress

- Look to sell snacks, soft drinks/ tea and coffee.
- Need to organise raffle.
- 2-3 volunteers needed.
- Trophy, 6 x medals and wooden spoons to be purchased.

1 July – Summer Festival, 11am – 3:00pm

- DJ and food vendors booked.
- Lucky dip done.
- Need help with identifying stalls.

Outstanding actions

- JR to contact Claire Derring who organises craft fairs to see if she would be interested in a stall and to help promote and find stall holders.
- Organise with school for a non-uniform day in return for stall items.
- Get alcohol licence for event approx. £21.
- Organise book stall.

Next meeting date

To be confirmed