



PARENT TEACHER ASSOCIATION

Holy Trinity C of E School Cuckfield

PTA Meeting Minutes

Thursday 14th November 2019 at 7.45pm

Wheatsheaf Pub – Cuckfield

No.	Agenda Item & Notes
1.	<p>Welcome, note attendance and apologies</p> <p>In attendance: Laura Dillon, Ann MacGregor, Jen Plenty, Laura Henger, Ailsa Body, Christa Bakker, Caroline Dawes, Amanda Stenning, Shona Wells.</p> <p>Apologies: Katherine Field, Nicola Brewerton, Sarah Raison, Lindsay Smith, Karen Ford, Nikki Mortimer, Susie Hall, Paulina Hechenleitner.</p>
2.	<p>Approve the minutes of the last meeting – Thursday 26th September 2019</p> <p>These were approved as an accurate record.</p>
3.	<p>Co-Chairs' Report</p> <p>Jen and Amy reported the following:</p> <ul style="list-style-type: none">• Amy thanked everyone for coming, and for all the work put into the Mayors Procession in which we came 1st, and that the pay-out for this is still to come.• A massive thank you to the Cuckfield Bonfire Team, as due to the weather there was only a £400 profit made on the stall, this is now to be reviewed for next year.• Thank you to the class reps for all the communications sent, and to please now push the Christmas Fair Signup.• Voluntary Contributions Team – sent out a fabulous video outlining what our money goes towards paying for the educational events in school – great job!
4.	<p>Treasurer's Report</p> <p>Ailsa reported that we have made £600 profit from the children's Christmas cards this year, and that there is £4000 that has been allocated towards long term projects already. The Co-Op money that was raised is still to come, however it does still leave the PTA a healthy cash balance.</p>
5.	<p>Head Teacher's Report</p> <p>Ann reported that the forest schools experience has already started for this term, and that there is also a musical workshop starting this month too.</p>
6.	<p>Funding Requests</p> <ul style="list-style-type: none">• Reception Classes presented a list of requests totalling approximately £3000, this included a lot of outdoor equipment.• Yrs. 3/4/5 need more reading and maths materials for termly assessments which is approximately £350 – there is already £1600 allocated to books already and could potentially come under the Power of Reading fund.• Yr. 6 - £350 same requested for Dyslexia book requests



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	<ul style="list-style-type: none">• Yr4 – have requested dice, pencils, paints, and more maths resources, and books as well as spell checkers. <p>It was suggested to possibly give £500 per year group to spend on anything they needed, as we could also stagger the money too.</p> <p>Another suggestion was made to get a request out to parents for any out grown good quality toys i.e. scooters (3 wheel) rather than buying brand new ones.</p> <p>We all voted – a Playhouse for reception plus £750 and £750 for Yr. 4, and a request list (rolling) from each year group.</p> <p>A suggestion was made for insulated lunch trolley covers to protect them, and to possibly find a contact/resource for this.</p>
7.	Future Events <ul style="list-style-type: none">• Christmas Fair – to keep circulating signups, and a possibility to also get Yr6's to help out, also need some first aiders. X2 tables per stall and requested the use of the hall from the Friday to start setting up.• Christmas in the Village – all seems good to go, and Santa's Grotto is all organised and Angela Wade has organised Yr7 Elves.• Christmas Shopping Day – Friday 13th Dec and to also start sending out the signups to everyone.• Parent Socials – 7th February 2020 – 90's Social organised at £15 per ticket, and to get in contact with Cuckfish to see if they can offer us a deal or do platters instead of hot food – Planning is in Process.• Grounds Days have been set to the following: 25th/26th Jan – 29th /1st Feb/Mar – 25th/26th Apr – 13th/14th Jun.• The £2400 of Co-Op money is going towards the outside classroom. <p>A film night has been suggested for 21st/22nd January instead of a Disco.</p>
8.	Constitution <p>Ailsa has found and typed up a new constitution including new voting rules as there was a lot of confusion surrounding this and went on to try and explain in further detail and will put a simple page together on this.</p> <p>Second-hand Uniform – More plastic storage containers are needed to put uniform in, and to be able to do more uniform sales per term and to also be more ruthless in the quality of the uniform held.</p>
9.	AOB <p>Caroline thanked the teachers and governors and everyone else who helped out on Bonfire night for the effort that was made under circumstances due to the horrible weather, and because of this the Bonfire committee had made a loss and therefore would be a great idea to send out the JustGiving link on Classlist, they are also looking at the possibility of doing pre-booked tickets for next year in order to cover costs.</p> <p>More donations are needed for the Christmas Fair, i.e. Toys, Jumble and Books.</p>
10.	Date of next meeting <p>AGM/PTA Combined - Thursday 23rd January 2020 at 7.45pm in the School Hall (Holy Trinity) – with possible fish and chips.</p>