



**Pimperne Primary School PTA meeting
Wednesday 10 November 2021
Meeting held at The Anvil**

Attendees: Jonathan Bowell (Chairman) - **JB**, Carole Brannigan - **CB**, Emma Lane - **EL**, Linzi White (Secretary) - **LW**, Sophie Tatham – **ST** and Sarah Cloke - **SC**

Apologies: Emily Vernon - **EV**, Amanda Dallison (Treasurer) - **AD**, Sharon Parker - **SP**, Louise Pearce – **LP**, Fiona Waller - **FW**

Review of previous minutes

Tuck Shops

Y3 tuck shop clashed with disco and storms

Y5 happened but Y6 didn't manage to advertise

Future tuck shops need to be advertised in advance - need to use Facebook – PTA to continue to manage – **EL** to support

Shout outs on Whatsapp groups - Reps to rally teams

Revert to handing out leaflets if take up limited

Restart in Autumn Term – Ice creams for Summer term

Ice Cream Fridays

Rotate year groups to run sales for ice cream / ice lolly Friday

£1 for all items, 50p if smaller

Start after Easter – Friday 29th

Y3, Y4, Y5, Y6 then back to Reception - **AD** to start if in agreement

3 people per tuck shop

EL to look after Y6 as they have less involvement – Diz to support?

Action: **EL** to see what's available in Iceland, photograph (send to FW for approval – nut free, allergen free) and check stock - they are usually £1 for 4 - they restock and have a lot

EL to get ice creams / lollies / smoothie based option(?) and put in freezer (retain packets) and bring out to people running tuck shop for this round

Action: Once stock sorted, name to be decided e.g. 'Freeze Me Friday' and poster created to put in cabinet (JB has keys) - **<need volunteer to action – possibly Sharon?>** Poster should remind people to bring change

Action: Staff need to be reminded to clear out 2 freezers in kitchen - **<need volunteer to action>**

Action: Ice cream man to be asked not to come every Friday - **<need volunteer to action>**

Action: **EL** to put dates on Facebook

Dates for Ice creams:

Friday 29th April – Year 3 – AD
Friday 6th May – Year 4
Friday 13th May – Year 5
Friday 20th May – No ice creams / lollies due to Move Night (see below)
Friday 27th May – Year 6
Friday 10th June – Reception
Friday 17th June – Year 1
Friday 24th June – Year 2
Friday 1st July – Year 3
Friday 8th July – Year 4
Friday 15th July – No ice creams / lollies due to proposed Summer Disco (see below)

Review of previous minutes cont'd

Thanks were fed back in relation to Christmas hampers – good amount made – Diz / **AD** to confirm

No Christmas disco but disco on 18th Feb received huge praise - efforts were really well received
Thanks to the DJ who stood in for free
Marnie next time

Christmas lunch went well – thanks to all involved

Christmas trees didn't happen - couldn't organise in time with Covid restrictions etc - need to look for someone else if planning for this year

Year plan needs revisiting

Fireworks - to be reviewed for 2022

Autumn colouring comp went well

Minutes

Proposer: Sophie

Second: Carole

New agenda:

JB advised that he will stand down as Chair next year
Vote in new Chair in September

Tuck shop / ice creams (covered above)

Tuck shop dates for September to be fixed in July - Y6 first - last Friday of each month
(Ice creams to run for summer term)

Summer disco

Summer disco with beach theme – proposed for July 15th (no ice creams /lollies)
Need to check date around Y6 commitments

Action: ST to find out Y6 turn out - sort direct with FW
(Y6 organise own leavers party)

Action: Ask Marni to DJ <action by whomever knows Marie>

PTA Administration

Action: Schedule breakout meeting dates around events as required – **LW** to suggest dates

Action: Charities website to be updated with names of trustees <need volunteer to action>

Action: Small lottery license check and renew? <need volunteer to action>

Action: Film license check and renew <need volunteer to action>

Monthly meeting 1st Wednesday of every month - agreed
Need PTA stamp on everything that goes out

New dates calendar

Refer to separate document – now updated – *PTA Spring and Summer Calendar Updated 020422*
22nd July is a non-school day

May Fair

Need to confirm date and location

(Easter one not happening)

Arrange breakout meeting for May fair - once date agreed

Village Hall as location? EL has layout and info for Village Hall

Diz has canopies and gazebos

Traders in hall

Sam Lillington and mother - with Food Hygiene cert or Karl from the Anvil – **post meeting note: JB advised Karl from Anvil agreed to support**

Raffle

Tombola - PTA cupboard? Unwanted Christmas presents

Drive after Easter for gifts

Gifts need long dates

Action: Emergency services attendance – **SC** volunteered to contact retained Fire Fighters

Action: **EL** to share intel

Easter eggs

AD has Easter eggs

JB has special dietary requirement eggs

FW really grateful for PTA Easter eggs

School going to email out

All eggs were from Tesco

Movie Night

May 20th

Two rooms, two movies - one for each Key Stage - similar to disco night

Permission for film from parents – by virtue of the ticket purchase they agree to their child watching the film – films to be announced before tickets go on sale

Check Disney+ streaming licence

If not could purchase DVDs then raffle off

Post meeting note: FW advised we go to PG for older ones - KS2 only

Crisps or popcorn and drink

Movies to be purchased

Need SOP

£3.50 per ticket

Cash n carry options: SC is a member

Roberts - Poole and Three-Legged Cross

Items close to use by date

Macro

£1 for 12 drinks last time

Pint sized blue cups for popcorn

Popcorn tub for £3 - 10 cups per tub

35p - 50p per child budget

All dietary options - needs to be photographed and sent to FW for approval

Transport for trips

Transport for trips contact offered by AD

2 X 16 seaters - would need a member of staff in the car

Action: AD to provide contact name and details

Sports day

BBQ or Anvil -- ***post meeting note: JB advised Karl from Anvil agreed to support***

Need prizes for sports day

Raffle prizes 20-30 – 20 small and 10 large

Tickets to be purchased in advance on ParentMail – not in book bags

Tickets in advance have to have a stub and pre-printed – ParentMail tickets to be transferred to stubs for draw

Have to advertise prizes - top 3

Option to purchase extra tickets from office

And on the day

Rachel Brewer - ordered previously – provided details - 3,500 - white paper, blue ink in books of 5
£80 Stubbs Tickets

AD advised that NDM will sponsor tickets

EL has email / letter asking for gifts from companies

EV has draft of letter gifts from companies

100 businesses - 20 responses

Put our charity number in and request tickets

Leisure centre - Emeline's mum - Swim Voucher

Action: ST and CB - volunteered to email out to businesses

Action: AD to advise what to be printed on stubs

Stamps and envelopes - send SA envelope and vouchers will be sent 2 stamps per send – gets expensive to do it this way

Camp out fundraisers

'Festival' type event - one night with parents

Fire pit

After Easter – date TBC

Action: ST to look into options

Action: EL review drinks to sell - Rios - free from Sam Gale

Fireworks

Needs pre-sale £5

On door £10 - don't advertise on door tickets

Would need main sponsor and others - non-exclusivity

£4K to do on 5th November

Option to move date or do at another time of year

Item to be added to agenda for next PTA meeting to enable AD to participate in conversation

Y6 hoodies

Only benefit Y6 - not used in school

PTA paid for embroidery last year - one off special occasion for that year

Do leavers books

Do Easter eggs - gifted from PTA

Whole school will benefit when they reach Y6

PTA voted - majority decision was no - the PTA will not fund embroidery on the hoodies

School requested info

Anything with dates - send to school

Next school newsletter - PTA section

Once a half term - get dates from office

Upcoming dates or how much was raised or if money was spent on something

No separate newsletter

Action: JB to speak to AD / Diz re: accounts – need to provide set of accounts to school

AOB

The school are liaising with Trailblaze re: computers funded by the PTA money that was earmarked for the running track

Coding and IT skills need up to date computers

£450 per laptop

Action: LW to investigate soil heap - Email FW directly

Action: Sandwich board for PTA advertising - Jon volunteered to make

AOB from FW

New reception Parent's evening 18th May 6-8pm

Action: EL volunteered to speak on behalf of PTA – liaise with ST or FW

May need help with beverages?

Action: Whatsapp Admin to add EL back to group – EV / JB?

Resend dates or add minutes - LW

SOP

First evening - draft

Issue out then invite changes

Action: ST to get one from school and do disco update

Use as template for Movie night

Dates and scribes to be arranged for session with EL – **CB to scribe, ST to support, date TBC**
Dates and scribes to be arranged for session with Jon – **LW to scribe, date TBC**

Need dates for next year's calendar need to be agreed in Summer term

Decisions / actions for next agenda -

Fireworks decision - to not have it on the 5th Nov

Job roles assigned in next PTA

Put in ParentMail

Vote for films via group before Easter

File saving / sharing

Options for file saving to be reviewed

Action: ST to look at Teams file sharing

All files to be saved as pdf

Meeting closed at 10pm