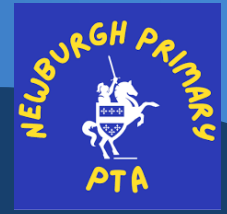


# PTA MEETING MINUTES



Location: Newburgh Primary School  
Date: 30<sup>th</sup> January 2025  
Time: 6pm  
Attendees: Karen Turner, Lydia Solway, Sophie Harrison, Amy Reynolds, Ruth Betegnie, Laura Hackett, Jay Hatton, Vicky Marsh, Nimrita Gopal, Jen Merryfield and Susannah Cunningham-Gamble.

## Welcome and Introduction

Unfortunately, there was a technical problem with the Teams link shared with parents. We are sorry if you tried to access the meeting virtually.

## Agenda Items

### 1. Treasurers Role

Andy Davies has stepped down as our Treasurer. Jay Hatton has agreed to take over the Treasurer's role. Those attending agreed with this appointment by show of vote.

### 2. Finances

We can share with you that from the Christmas Raffle we raised £1,340.20 and for the Christmas fair we raised £1,553.53. The total raised for December was £2,893.73

Thank you to everyone who came to the fair and brought Raffle tickets.

Due to banking issues, we have no overall figures to share this evening. We are hoping to resolve this with the bank as soon as possible.

To prevent future banking issues arising, the idea for Karen Turner to become a signatory on the PTA bank account was shared. All attending voted and agreed.

### 3. Year 6 Hoodies

Sarah Coleman has been in contact with the suppliers for the Year 6 hoodies and has asked if the PTA can contribute £500 as per previous years towards this. The hoodie suppliers are willing to match last year's prices. All attending agreed and voted yes.

### 4. Disco

We would like to plan a disco for next half term for the children. Karen Turner and Lydia Solway suggested that this could be incorporated with World Book Day on Thursday 6th March as the children will already be in costumes.

### 5. Quiz Night / Bingo Night / Movie Night

The idea of an adult only evening event was proposed. Fish and chips nights were arranged previously which were a success. The possibility of a family Bingo Night was also discussed. Suggestions can be sent out to parents and carers to see what everyone would prefer to do.

## 6. Easter Events

On the last week of term, during the children's PE lessons, Lydia Solway will be arranging a Hop-a-thon again this year as the children enjoyed doing that last year.

Karen Turner and Lydia Solway had the idea of doing a community Easter egg hunt on a Saturday to involve the local community.

It was agreed to do an Easter egg trail around the community with eggs that the children have decorated during school. Those taking part could use a QR code to download a map for £1 or donation. This will be available for the children and parents /carers to do anytime during half term. Prizes were discussed but it was decided that it will just be fun activity to do during the holidays.

## 7. Cake Sale /Craft Sale

Dates to be confirmed.

## 8. Year 6 Leavers Party

In previous years, parents have arranged parties outside of school for the whole year. Last year, the PTA arranged a disco at school with Dominoes pizza, a bouncy castle and a photo booth. This was a huge success.

The children will be asked what they would like to do or if they have any ideas. We can then discuss in future meetings.

## **End of Meeting**

Thank you to all that attended our PTA Meeting, it was so lovely to see some new faces. We would love to see as many parents involved as possible and gain more new ideas to help raise funds for our children.

## **Actions**

1. To successfully send a link for parents to virtually join the next PTA meeting. This will be overseen by Karen Turner with support from the Admin Team at Newburgh Primary School.
2. Karen Turner to be made a signatory on the PTA bank account. This is to be actioned with the support of Kirsty Smith, School Business Manager, and Jay Hatton as new Treasurer.
3. Sarah Coleman to organise the Year 6 hoodies with support from the school's Admin Team.
4. Amy Reynolds to email the DJ for the disco and confirm dates and times.
5. Volunteers will be needed for the disco to go ahead. A plea for volunteers to be sent by the school using eSchools and be promoted by the school and PTA.
6. Madi Thomas, Office Manager, to link with Vicky Marsh to design a survey for parents to decide on future events. The aim is to complete this within the Spring 2 term so that the winning event can be confirmed in the Summer term.

7. Lydia Solway to arrange Hop-a-thon near Easter.
8. Lydia Solway and Susannah Cunningham-Gamble to arrange the community Easter egg hunt.
9. Year 6 to be asked for ideas on how they would like to celebrate the end of their school year. The staff team in Year 6 are to meet with the children to discuss or arrange a voting system.
10. To confirm next meeting date and share with all parents and carers at Newburgh Primary School.