

# PTA MEETING MINUTES



Location: Newburgh Primary School  
Date: 1<sup>st</sup> May 2025  
Time: 6pm  
Attendees: Karen Turner, Sophie Harrison, Amy Reynolds, Gemma Nicol, Ruth Betegnien, Mark Porter, Anna Slater, Becky Hatton, Susannah Cunningham-Gamble.

## Agenda Items

### 1. Summer Fair

Volunteers will begin setting up the fair at 2pm, the fair will open at 3.30pm.

Madi Thomas has sent out a volunteer request to all parents and carers. The response deadline is 19<sup>th</sup> May 2025.

Stalls and activities already planned;

- Bouncy castle
- Ice Cream Van
- Splat the Teacher (Mark Porter)
- Mo and Deidre's scrunchy/ knitted stall
- Warwickshire Elite will do a performance
- Face painting
- Tattoos
- Football-penalty shoot-out
- School Council's ice pop stall
- KS1 stall
- KS2 stall
- Eco Club stall
- Drinks and snacks stall
- Traditional stalls eg. Hook-a-Duck
- Possible Alcohol stall - Prosecco and Pimms

A 'one arm bandit' style game was suggested where 3 people hold up a fruit at the same time and if everyone holds up the same it's a winner.

There will be a non-uniform day on 27th June 25 for donations towards the tombola including sweets, chocolate, snacks and bottles.

It was agreed that stalls will be offered to parents, carers and local community. For this, there will be either a fee of £20 per stall unless profit is coming to PTA funding.

External stall holders would need their own Public Liability Insurance, and would not be allowed to go inside school due if they do not hold a DBS.

Depending on the number of stalls, the school could be opened up to accommodate more stalls and people.

## 2. Funding the Year 1 Area

Over Easter break Mrs Bull transformed the Reception / Year 1 area and would like £986 to help toward new equipment and build a new area to help the transition from moving from Reception to Year 1. The area will be tarmacked by local authority.

The gate between Reception area and year 1 will be kept open to help with social skills and better transition and the area will Help with growth motor skills.

All voted yes to the funding.

## 3. Laptop Funding

Karen Turner asked for £3,000 for new laptops. In October, the school will lose 50 pupil laptops due to them no longer being supported.

The school will apply for a £6,000 grant from The King Henry Trust to help purchase some more, but the application would be more favourable if they can say that they have already raised some of the funds to support with the purchase of laptops.

We all agreed that due to the large sum of money being requested and with previous agreements we would donate £3,000 towards the laptops and we would hold the £1,000 donation for the design technology area until later in the year, which we had previously agreed to.

It was also mentioned that the old laptops could possibly be taken back to Apple who would maybe give us some money in return. We will look into this once we have the new laptops.

## 4. AOB

Susannah commented that she has had positive feedback from the parents/carers of the new reception intake. The new Reception 2025 families will be invited to Summer Fair.

The PTA will be at the Reception 2025 Information Evening.

Next meeting confirmed as Thursday 5th June 6pm to finalise all Summer Fair information.

## End of Meeting

Thank you to all that attended our PTA Meeting. We would love to see as many parents and carers involved as possible and gain more new ideas to help raise funds for our children.

## Actions

1. Madi Thomas to collect responses from volunteers and confirm with the PTA and parents/carers.
2. To determine what staff volunteers are needed after parent/carers responses have been received.
3. Susannah to help with a spreadsheet for volunteers.
4. Summer Fair details to be promoted and shared.
5. To advertise fees and the booking of stalls to the local community.
6. To contact Rock Steady and Black Box Tuition to see if they would like to perform.

7. To ask external stall holders to advertise our summer fair information on their own social media to help bring in more people and publicise the event.
8. Office Team to communicate non-uniform day, happening on 27<sup>th</sup> June 2025.
9. A link to be shared for anyone wishing to donate funds to the school.
10. Summer Fair invites to be provided at the Reception 2025 Information Evening on 21<sup>st</sup> May.
11. PTA to attend Reception 2025 Information Evening on 21<sup>st</sup> May.