

PTA MEETING MINUTES



Location: Newburgh Primary School
Date: 16th September 2025
Time: 5.30pm
Attendees: Karen Turner, Gemma Nicol, Mrs Azzouzi, Katie, Jay, Laura, Sophie Harrison, Amy Reynolds

Welcome and Introduction

Karen welcomed all attendees and thanked them for their continued support to the PTA.

Agenda Items

1. Voting in of positions

Sophie and Amy were voted in as Joint Chair.

Vicky was voted to the position of secretary.

Jay Hatton was voted to remain in the Treasurer's role.

All those attending the meeting agreed with these appointments by show of vote.

2. Finances

King Henry V111 grant – Kirsty to share with Jay if we need to apply for this.

3. Winter Disco

To be held Friday 14th November.

Reception: 2.15pm-3pm

Y1-Y3: 3.15pm-4.15pm

Y4-Y6: 4.30pm-5.30pm

£3 to include a biscuit and a drink

There will be a non-uniform day on this day to enable the children to attend.

4. Christmas fair

To be held Friday 5th December, 3.30pm-5.30pm

Both halls will be in use.

Non uniform day on 28th November.

Proposed Stalls:

Crisps/biscuits, cake stall, bottle tombola, chocolate tombola, raffle (Lucy), reindeer food.

Each year group to have a stall TBC.

Glo-sticks/bands – fibre optics, tattoos, face-painting, photo frames, lucky dip, roasted marshmallows (RA)

Choir singing in the courtyard

5. Suggested for later in the year 'Sleepnight' Film story night

Chocolate

6. Fish & Chip Bingo/beetle drive

To be held on or around the Friday 6th February TBC to invite all families

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. Amy Reynolds to email the DJ for the disco and confirm dates and times.
3. 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.