

# Minutes: Park Grove PTA Meeting

Wednesday 14 April 2021, 8.00pm

Meeting on Zoom

## 1. Present

Leonie Emmott (LE), Clare Palmer (CP), Clare Willis (CW), Alex Gilbert (AG), Sophie Humphreys (SH), Susanna Cooper (SC), Lizzie Haigh (LH), Vicky Hearson (VH)

## 2. Apologies

Sara Mair (SM)

## 3. Accounts

**Overall Balance:** £10,270.59

### Recent Outgoings:

- Raffle Tickets Print: £91
- Reindeer: £400
- Party Food: £140

### Recent Income:

- Bake Off: £482
- Raffle: £1,447

Please Note: This does not include any other recent donations.

**Action:** For the next meeting, Alex & Sara to organise a full year's look back on the finances.

**Action:** Alex & Sara organising submission to the Charity Commission (Becky to audit again).

## 4. Funding Requests

### A. Updates on Previous Funding Requests

#### a. Gary's Drill

Gary has bought the drill! 🧰

**Action:** Vicky is going to send a picture of Gary with his drill.

### B. Current Funding Requests

**Fun Run Fundraising Event (Tue 4 May):** In the past, PTA gave to this. **Action:** Vicky will speak to Jo for a suggested amount.

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**High Adventure Bus:** PTA paid £480 to High Adventure in March 2020, which was cashed but the trip not done (due to COVID). **Action:** Vicky to speak to High Adventure about using some or all of this amount for 2021.

**Year 6 Books:** Last year PTA paid £41 for these. **Agreed** would pay for books again.

**Buddy Bench (Car Park Side):** Gary making a new buddy bench with childrens' design (probably costs £100-£200). **Action:** PTA to discuss and come back to Vicky this week.

## 5. Fundraising

### A. Update on Previous Activities

#### a. Giving Machine

Not keen on the lottery element of this, so lottery not to be pursued.

We already use the Easy Fundraising (contributions through online shopping with no cost to buyers) element of the Giving Machine. So far £150.98 has been raised by £144.20 has been paid.

**Action:** Alex to forward Lizzie the Giving Machine info and will cc Lizzie on an email to Janet asking for the login details.

### B. Current Fundraising / Previously Suggested Activities

#### a. Virtual Speed Quiz

Wait and do a proper quiz early in the Autumn term (pre-Halloween disco).

**Action:** Susanna / Sophie add this to next meeting's agenda.

**Action:** Sophie to contact the speed quiz guys.

**Action:** Leonie to cover the food side of things.

#### b. Bags to School

Good fundraiser with minimal effort and Leonie is happy to take charge of it.

Vicky confirmed quarantining wouldn't be a problem (can use the PTA cupboard).

**Action:** Leonie to take this forward.

#### c. Online Classes

Done now.

#### d. School Merchandise

Will look into bears (with the logos) and tote bags (with Sophie's beautiful illustration) - find out the costs and then decide on numbers.

**Action:** Clare W to get prices and circulate them.

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**Action:** Susanna / Sophie to include it on agenda for next meeting.

- e. Second Hand Sales of Christmas Jumpers  
An awesome idea - park until September.
- f. Unwanted Christmas Gifts  
Park for the time being.
- g. Promises Auction  
Park until it is possible to do a live event.

## C. New Fundraising Ideas

- a. No Grovestock 2021 - Alternative Ideas  
Sophie suggested an afterschool event only for students and parents with a few stalls (including Juice Bar, Pizza Bar, Tuck Shop. etc.).  
Could also include the Freezy Friday stall, cake stall and adequate drinks stall / mocktail bar for children.  
School Council could also get involved.  
**Action:** Vicky to speak to Gary & Jo about this (and possibility of it taking place the last week of term).

## 6. AOB

- A. Paypal Form  
Lizzie needs Paypal form authorising her as Paypal person signed.  
**Action:** Leonie to sign
- B. Raffle Prizes  
**Action:** Clare P will get Rob Laverack his prize.  
**Action:** Leonie will buy a Creepy Crawlies voucher for Veronika (agreed).

## 7. Future Meeting Dates

**Next Meeting:** Wednesday 9 June 2021