

# Minutes: Park Grove PTA Meeting

Wednesday 21 June 2022, 8.00pm, Location: Zoom

## 1. Present

Leonie Emmott (LE), Clare Palmer (CP), Clare Willis (CW), Lizzie Haigh (LH), Sam Brockman (SB), Susanna Cooper (SC), Sophie Humphreys (SH), Vicky Hearson (VH)

## 2. Apologies

Alex Gilbert (AG), Karen Boardman (KB), Suzi Kindred (SK), Sara Mair (SM)

## 3. Accounts Update

## 4. Bags for School / Recycle Bin (Design & Competition Update)

**Action:** Sam and Vicky to organise the competition before the end of term.

## 5. Funding Requests (move to next agenda - KS1 & KS2 Visits)

## 6. Previous Activities Updates (Speed Quiz profit £325.43)

## 5. Grove Fest

### A. Provisional Schedule

5.30-6pm DJ Ollie for arrivals  
6-6.15pm - ukulele performance  
6.15-6.45pm DJ Ollie and the colour run  
6.45-7 - dance performance  
7-7.30 - DJ Ollie and tug of war  
7.30-7.45 - young voices perform  
7.45-8pm - DJ Ollie closes

### B. Overall Updates

Category	Type	Organiser	Update & Actions:
Acts	Young Voices	Vicky	Done. Amy to organise.
	Dance Class	Vicky	Done. Miss Hemsley to organise.
	Ukulele Club	Vicky	Done. Pete Mitchell to organise.

# Minutes: Park Grove PTA Meeting

	DJ Ollie	Leonie	Done. Will need help with Marquee.
<b>Activities</b>	Inflatables	Clare P / Vicky	£190 assault course and bouncy castle. Vicky organising teachers to run this.
	Colour Run	Clare P / Vicky	Run for 30 minutes within wildlife area (one way system using arrows and have small obstacles). £3 a per child and 2 kids for £5. Take money at the entrance and give wristband (subsequent ticket sales tbc).
	Tug-O-War	Vicky	Mr Rogers will run it and DJ can help. Free event.
	Teachers in Stocks	Clare P / Vicky	James to make some stocks. Leonie put sponges on the shopping list. Vicky to encourage volunteers.
	Nerf Shooting Range	Sophie	To stack cans and use nerf shooters. Clare P provide spray paint to dress up cans.
	Wheel of Fortune	Vicky	Prizes to be sourced from PTA cupboard clearout. To go near School Council so Vicky can help manage (children can help man it).
	Where's Wally	Sophie	Props for adults in the crowd, to organise a form and get a prize for spotting all of them (Clare P can help with props). Charge 50p for form and get a lolly for filling it in. Put on entrance (entrance will need 2-3 volunteers for first half hour to help sell).
	Sweets in a Jar	Vicky / School Council	Guessing the number of sweets in the jar (to go with Tuck Shop).
	Spray Painting	Clare P	Sorting out spray paint of "GROVEFEST". Won't advertise in case don't have time.
	Teddy Tombola	Vicky / Leonie	Year 6's to run the teddy tombola. Ask people for teddies after half-term (e.g., red buckets). To go next to Wheel of Fortune (Vicky to source year 6 volunteers). PTA provide tombola books from cupboard (pick 5 or 0 get a teddy).
	Book Stall	TBC	Ask for donations & use PTA books. Honour system with Vicky's sealed box. Will check books.
<b>Food</b>	Hot Dogs	Leonie	Bought 2 soup kettles. Will need 300 hot dogs. To charge £2.50 per hot dog.
	Pizza	Clare P	Bought ovens. Need size of pizza so Leonie can order and will charge £1.50 per slice (cook some pizzas beforehand).

# Minutes: Park Grove PTA Meeting

	Candy Floss	TBC	To be near other food stalls - need sugar & sticks.
<b>Drinks</b>	Mocktails Bar	Sophie	Sophie making shopping list for juice bar.
	Ice Cream Van	Sam	Use coolboxes & ice packs and sell our own with limited selection.
	Tuck Shop	Vicky / School Council	Vicky to sort costs and receipts (e.g., fruit shoots, haribos, cartons of juice).
	Bar	Leonie	Combined bar (Prosecco, Pimms & Beer) - loads of beer, cider & Pimms and some Prosecco in cupboard (will need 3:1 lemonade to Pimms). Reusing cups get 50p discount.
<b>Stalls</b>	Strawberries & Cream	Phoenix	Clare P to speak with Jasmin about this and doing a toddler area again.
	Facepainting	Clare P	£125 cost. Ask her to do something small (£2.50 a go). Clare P has booked.
	Nail Bar	Leonie	Moon is happy to do it. Action: Leonie to follow up.
	Merch	Clare W	Clare is designing limited edition Grove Fest badge (22p each), will not have a year on it. Could make our own leavers badges.

## C. Volunteer Sign-Ups

**Action:** Vicky to do another push for volunteers (tomorrow and beginning of next week). Consider possible incentive for volunteering (e.g., free entry).

**Action:** Use a physical sign up sheet at Freezy Fridays.

## D. Various

PTA Cupboard Audit scheduled for 4 July.

Food & bar on the concrete and everything else on the field.

**Action:** Sophie to follow up with St Nick's (have recycling point on field).

**Action:** Clare W to work on a series of images to advertise (to include timings).

**Action:** Susanna to put together shopping list & spreadsheet.

## 6. AOB

## 7. Future Mini-Meeting Dates

Wednesday 6 July, 7pm, at school