

## OAKHILL SCHOOL PTA | AGENDA | 29<sup>th</sup> September 2022

### **Attendees:**

Lucy  
Ms Bodinar (PTA school lead)  
Mrs Clements  
Tally  
Chloe  
Teri  
Nick  
Becky  
Julianne

### **Apologies:**

Amy Ralls  
Jaydee Rowe  
Sammy Stephens  
Nay Tinknell

### **MINUTES:**

1. Welcome and introduction (by Lucy). All attendees introduced themselves. New member Nick joined the meeting. Welcome Nick 😊
2. Approval of minutes from previous meeting
  - a. All agreed to and approved last meetings minutes (Dated 12.06.22)
  - b. Mrs Clements asked we forward Minutes to Mrs Bulmer to pop on the school website.
3. Presentation of accounts
  - a. Lucy Shared Overview of PTA accounts. Note that these figures don't include the £1000 from Summer fayre. Profit increased from last year confirmed as £1162.18. (Accounts P&L breakdown attached showing individual events profits). We proceeded to review each area of income:

- b. £1000 from Summer fayre has been paid to school – these monies will be sent to PTA account – these funds have been allocated to school class trip costs to subsidise the costs to families, as they have increased significantly for coach hire. Fuel etc. Agreed.
  - c. Glastonbury Festival staff (Volunteering) funds raised working £1000 – Mrs Clements to confirm if exact amount raised by staff by for the school – These are funds raised by staff for the school. These funds have been directed to purchase of Welly racks for each of the classes – acknowledged & agreed.
  - d. Cake sale: All agreed The kids loved it & good treat for kids. Worked well having 2 tables (top and bottom as the children leave). Agreed to aim for 1 per month, to be scheduled by class making/supplying cakes for sale.
  - e. Contributions to the school – Christmas crackers - really appreciated, requested to do again this year. Can we Pre-order them now if they are cheaper? (Allowed for £100 for crackers last year).
4. Confirmation of committee & committee lead (Re-election of members)
- a. Lucy Degs request to stand down as chair. Lucy proposed we look at doing it differently to take the pressure of being a Chair, and asked to consider the option to have lead for specific events.
  - b. Confirm roles and responsibilities and define. (We are a member of Parent Kind). Discussion as to how it may work better. Decision to keep Unofficial Oakhill FB page as a vehicle for sharing info with parents/volunteers. Agree to close the current whats app PTA group and create a new Whats app group for Key decision makers – core PTA members only, to minimise messages coming through and remain more focussed.
  - c. Ms Bodinar kindly agreed to take the Chair lead.
  - d. Lucy agreed to take the role of Vice Chairman.

- e. Voted Amy Ralls back in as Treasurer.
- f. Voted Tally Horley back in as Secretary.
- g. Class reps for PTA – Agreed at least 1 class rep for each of the Classes.
  - i. Chestnut Class - Nick Harper / Lucy Degs
  - ii. Elm Class – Chloe & Becky
  - iii. Maple – Jaydee? To be confirmed
  - iv. Rowan – Julianna
  - v. Oak – Teri
- h. Agreed to have a committee lead for each event. (Or shared between multiple leads as required) to take pressure off chair.

#### 5. Fundraising Ideas

- a. Wreath Making - didn't discuss specific event logistics. To be discussed at the next meeting.
- b. Christmas Fayre - didn't discuss specific event logistics. To be discussed at the next meeting.
- c. Additional ideas – Discussed outlines & agreed KEY DATES FOR DIARY (Autumn term)
  - i. **October** –
    - 1. Cake Sale on Friday 14<sup>th</sup> Oct @ 3.30pm, Chestnut class (Lucy Degs PTA lead). Chestnut class only to make or bring only for all children to purchase. Host cake sale in the Hall.
  - ii. **November** –
    - 1. Thursday Nov 3<sup>rd</sup> School Disco. Split age groups as last year (3 time slots – 45 mins -1hr per slot). Chloe to lead, + Volunteers. Confirm charge and confirm what's provided?
      - a. 2.30 – 3.15 Nursery – no charge

- b. 3.30 – 4.15 (Chestnut and Elm)
  - c. 4.30 – 5.30 pm (Maple, Rowan, Oak).
2. Friday Nov 25<sup>th</sup> (@ 3.30pm) Cake Sale, Elm class (Chloe & Becky lead).
  3. Wed 30<sup>th</sup> Nov, Wreath Making in Hall. £15 per person inc drinks and mince pie. Miss Bodinar to check with Mrs Breland to see if she is avail. Request for foliage. 7.30 – 9pm. Suggested we offer Lidl Non-alcoholic mulled wine & mince pies. Teri to lead.

iii. **December –**

1. Parent social Friday 14<sup>th</sup> October @ 7.30pm. Message parents on Seesaw. Check with Wayne to prebook space (gauge numbers?) No pre-ordering of drinks or food.
2. Kids Christmas movie night, Wednesday 14<sup>th</sup> Dec after school. School has projector. Split into 2 groups - Key stage 1 and key stage 2. We can charge for refreshments. Offer Popcorn & refreshments for the children, and Market to parents 'get a couple hours extra shopping time'. 2 age-appropriate films running simultaneously. PTA Leads Julianna and Becky to lead. Charge £2 for refreshments.
3. quiz night – or Bingo machine? Who would lead that? (on hold & review next term when less busy).
4. Christmas fayre Friday 9<sup>th</sup> Dec 3.30pm – 5pm – 1.5 hrs only. Consider Pre-sale of raffle tickets, but would need a license - and must put an application in for the license ... Becky to lead on finding out about raffle license (gambling license) and feedback.

5. Christmas tea towel & Christmas cards being done again & ordered.  
Miss Bodinar to manage internally with teachers/classes. Tea towels to be paid for up front due to cost.
6. Other ideas to be held back until next PTA meeting.
6. Date of next meeting – Thursday 3<sup>rd</sup> Nov 7.30pm @ Oakhill Inn.
7. Any other business
  - a. Discussed getting a wholesale card for cheaper supplies - Cosco card £25. Or Booker in Bath? - Tally to look into it.
  - b. Glastonbury: Parents can Volunteer/work at Glastonbury festival next year and earn funds for the school. This year school staff were predominantly in the Cabaret tent (Circus field). Going forward we would need a PTA person to co-ordinate if parents are interested.
  - c. Easter eggs: think more creatively around Chocolate egg donations. Assign roles to PTA members to source them for free, to increase profit margins.
  - d. Mother's day: let's consider using the left over items for the Christmas fayre
  - e. Consider what the income threshold is for taking us over to being a registered charity. Who can find that out? Mrs Clements to action and confirm back.
  - f. Mrs Clements confirmed we now have 149 kids in whole school inc Nursery.

END