



Minutes from PTA Meeting held on 5th October 2021

Apologies: Demelza Heap, Claire Chapman and Shareen Partridge

Present: Claire Withers, Naomi Buckland, Lisa Philips, Sophie Baker, Abi Millington, Rachel Tofts, Natalie Lavis, Mrs. Praed, Jo Byrne and Zara Thomas

- ❖ **Minutes from previous meeting** - Minutes reviewed and massive thank you for all donations from parents towards hampers. It was a lovely send off for the Year 6's. Special thanks to Tammie Moore, Henry Marshall-Thomas and Rachel Tofts for raising funds to make the send-off for Year 6's extra special. Very kind and massively appreciated. Also, a 'Thank you' from Mrs Praed for the PTA donation.

AGM

- ❖ The PTA has decreased in size, current members 14 persons. Discussed Possibly looking in the future for new ways to encourage **new parents and current parents of the school to join the PTA**. Currently we have the PTA video to play to new parents, which is a great way to introduce the PTA and to show some of what has been achieved historical through the work of the PTA. Difficulties at present within the school are the current COVID guidelines which creates barriers in having new parent sessions which previously have worked well in introducing the PTA and has resulted in good parent uptake.
- ❖ **AGM Chair report** read by from Claire Withers (see attached). A massive thank you to Claire from us all. Claire has been a wonderful chair particularly during a really challenging and difficult time. Claire has spent many years contributing to the PTA, many, many hours spent ensuring that the children of Probus school get to experience wonderful events, to name a few; discos, pantomines, daffodils for Mothers-day and the exciting and memorable trips to Callestick Farm. This is just a few to name. We will really miss Claire when Leo leaves the end of this academic year. Thank-you Claire, we truly will miss you and thank you for all you have done.
- ❖ **Treasury Report** – Current balance £1837.66, a great balance considering all.
- ❖ **Constitution** read and discussed with the PTA present by Claire Withers. Opportunities were given to make amendments. Claire and Naomi will look to have the signatories changed.
- ❖ **Correspondence** – Nothing to report
- ❖ **Standing down:** Chair (Claire Withers), Treasurer (Lisa Philips) and Secretary (Zara Thomas and Abi Millington) stood down.

- ❖ **New committee appointed**; Chair – Sophie Baker, Vice Chair – Jo Harding – Byrne, Treasurer – Natalie Lavis and Secretary – Zara Thomas.
- ❖ **PTA members**- Rachel Tofts, Claire Withers, Lisa Philips, Sophie Baker, Abi Millington, Naomi Buckland, Natalie Lavis, Demelza Heap, Shareen Partridge, Claire Chapman, Zoe Bendelow, Zara Thomas and Kirsty Grose.
- ❖ **Code of conduct discussed**
- ❖ **AOB**
 - **Christmas Cards** – Ordered and received by school (cauliflower cards) – Claire going to provide Sophie with checklist regarding on details of how and when to get Christmas cards.
 - **Insurance (Parent Kind)** – Has expired at present. £111 Required to hold events.
 - **Gambling licence** - £40 – Lisa Philips going to assist with contact details.
 - **Match Fund** – To be included in newsletter if any companies/employees have match fund available.
PTA to make applications for funding in supermarkets (token system).
PTA to Speak to local shop (SPAR) and garage for hamper contributions.
 - Rachel Tofts advised of Amazon smile – log via this to make money for charity/PTA. Cash back systems. To be explored.
 - Entitlement to free Microsoft account/ email – Sophie to ask Nicki (Panto)
 - Rachel Tofts offered to help with setting up teams.
 - Christmas Shopping room - Mrs. Praed has allowed items to be sold in the school hall to allow an 'Christmas shopping room', this will be a limited amount of parents to assist. Discussed ideas of having a Father Christmas, Christmas themed raffle and Christmas non-uniform day.
- ❖ Requests from Mrs. Praed: Outside well-being area, swimming lessons, school trips, panto in school (about £800) instead of parties. Will be considering a bring a plate in school end of term.
- ❖ Update from Mrs. Praed - advised that she is chasing grants from the council to help bring further funds into the school. Plans for allotment to have the plot turned over. Advised that Mr Toon has been really helpful. She is also looking at community grants.

Main email for the school is secretary@probusschool.org.uk

Next Date of meeting: Monday 8th November, 7.30 pm – Hawkins Arms