| **Panshanger Primary School PTA minutes** | | |
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| **Date** | Thursday 25th April 2024 | |
| **Attendees** | Lucie, Karen, Leanne, Ben Langland, Mrs Bert, Natalie, Lorraine, Becky, Kelly-Ann, Sam T, Suzi, Gareth, Alex, Meg, Donna, Amanda. | |
| **Apologies** | Sophie, Pandora, Harsha, Katy, Reeny, Jo, Emma Clarke, Kiran | |
| **Item** | **Comments** | **Follow up/Action** |
| Review of last meeting actions | N/A |  |
| Finances | £4k in account currently (mostly allocated).  Comittee to approve a spend £1.5k to upgrade pool changing rooms: New benches, hooks general spruce (cladding not included).  Voted: All persons present agreed.  Cladding to be measured but likely completed next year. |  |
| Pool | Regular cleaning needed of the changing rooms. Cleaners willing but will cost extra. Will enquire about if they will be willing to work over the summer also.  Pool is on and working. All lifeguards booked.  After School swimming to remain at 3.30pm start at £2.50 per swim.  Party swimming figures from last year were  £125 Panshanger parents  £150 Non-parents  Running costs going up and raising prices discussed, but decided to keep all prices the same for this year.  Whole school pool suggested donation of £10/child or what parents can afford, and school week beginning 20th May for school swimming to commence.  Chemical testing to be done tomorrow.  Should the pool be open on a Sunday? There has been interest, can we get volunteers?  Suzi in conversation with B&Q about paint for picnic tables and other items for the pool area.  Signage to pool would be useful for external pool renters. | Mr Longland will ask Mr. Quinn to look at the state of the toilets in the changing rooms as the toilets often get blocked.  Reps to be asked to send out message about pool volunteers.  Training document to be added and put into the terms and conditions about renting the pool to cover trained responsible adult - Kelly-Ann  Lorraine to be added to the pool committee so she can be in the loop to advertise pool related info on socials.  Lucie to update pool poster. |
| Noticeboard | Empty notice board to be utilised to advertise upcoming events | Lucie and Leanne to discuss. |
| Donations book shelf | Weekly book swap, donate buy. Book shelf on castors and can be wheeled out weekly as a book swap shelf, tin to be found for donations. | Lucie to arrange with Mr. Longland to find regular volunteers to wheel out trolley and collect money donations on a Friday. |
| Summer Events | Return of Ice-cream ‘Frozen Fridays’. May be issues with the football afterschool session. Football participants will get the chance to get their after football. Frozen treats to be sold at 50p each.  **Non-uniform day 28th June**: Bring a bottle - Theme: Come as your authentic self.  **Non-Uniform day Friday 14th June:** Theme - Rainbow hamper (same as last year).  Tea towels returning this year. Pricing was discussed and decided to be £3 per towel. Pre-orders to take place before half term. Leftovers to be sold at the summer fair.  **Non-uniform day: Friday 17th May** - Break the rules day  **Summer fair Friday 5th July:**  Early buying to make use of sales discussed. Sales on soft drink currently on at Tesco - buy the core stuff we know we use. In the run up to the euro beers will likely go on sale.  Football to also be screened at this years summer fair. May need a second bar for inside. May need to extend our bar licence to run until midnight.  Panshanger Musical theatre group to perform at the summer fair. Multiple groups can perform rather than just 1 this year.  Teddy donation worked really well and will be repeated again this year.  Dedicated Summer fair meeting scheduled for **Thursday 16th May at 7pm.** | Sam T to lead and arrange procurement of stock. Mr. Longland will organise the yr 6 rosta.  Bring a bottle poster - Lucie  Leanne to update rainbow hamper poster from last year.  Sam leading on tea towels. Will arrange with Mr.Longland as to when children can draw themselves during the school day.  Lucie to update break the rules poster  Any purchases will need to be cleared with Sophie beforehand, due to upcoming payments from the account.  Sam to ask Kiran to look into renting an inflatable screen for outdoors, alternatively an indoor screen.  Sophie to extend our licence to cover slightly later in the day for the summer fair due to football.  Natalie to lead on teddies again this year. |
| Autumn Key events | The fireworks committee have asked if we are up for fireworks again this year but no details have been circulated. We made £800 from our participation last year. PTA happy to participate if similar agreement.  Christmas cards slots have been booked - happy to do again.  Panto spend will need to wait until after the summer fair figures are in to make sure we can cover the expense.  **Friday 18th Oct 2024:** Booked for School disco. We will continue with spilt sessions. Theme fancy dress. | DJ booked for Friday 18th October 2024. |
| AOB | Bring your own brush day suggested for parent help painting fences/ benches etc  Gift Aid admin needs to be updated  Some parents not signed up to Gift Aid and the way it is circulated to new parents will be different.  Sponsorships can be a great bump to gift aid so need to make sure that sponsors tick the box on paperwork. | Date will be circulated when the weather improves - but ideally before may half terrm. Paint needs to be secured. - Suzi  Natalie to get the word out regarding gift aid and update forms/permissions of relavent persons to reflect PTA comittee changes.  Natalie and Sophie to co-ordinate. |

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