



EDGBARROW SCHOOL PTA

Minutes of PTA Meeting

Held on 23rd January 2024

1.	Attendance	ACTION
	<p>Attendees:</p> <p>Ella Page Chair</p> <p>Catherine Nottage Secretary</p> <p>Andrea Petri SLT</p> <p>Kady Claydon</p> <p>Jo Turner</p>	<p>Apologies:</p> <p>Maggie Arnold</p> <p>Kate Cools</p> <p>Keri Bradley</p> <p>Catherine Obeng</p> <p>Jack Andrews SLT</p>
2.	Chair's Report – Ella Page	
	<p>Ella ran through the last few month's activities.</p> <p>The most significant event of last term was the Christmas Shopping Evening which was a successful event.</p> <p>Having the Y7+Y8 groups in the main school hall worked well.</p> <p>The Bubble Tea van was a huge success and there were suggestions that there could potentially be other food vans in between the hall and sixth form centre at the next event.</p> <p>The new games like Ring my Bell and Guess the Combination worked really well.</p> <p>In total the Raffle and the Christmas Shopping event raised £3000.</p> <p>The secondhand uniform stall did quite well.</p> <p>Andrea mentioned a previous stallholder (Utility Warehouse) would have liked to have come this year but didn't receive an invitation. We mentioned that we invited anyone who had come last year or the year before and when looking up the relevant details it appeared that this previous stallholder hadn't attended since 2021. We also only had details for him with an Edgbarrow email address which was no longer valid. Andrea will pass on details to check PTA social media or send the PTA an email with current details so that we can ensure he receives any details for 2024.</p>	Andrea
3.	Treasurer Report	
	<p>The PTA has a new Treasurer volunteer called Theresa Spanswick. Unfortunately Theresa was unable to attend the PTA meeting and was also in the process of receiving a handover from Lisa Kemp. The Treasurer's report will return in the next PTA meeting.</p> <p>Ella thanked Lisa Kemp for her excellent work as Treasurer for the past 18 months, especially in reclaiming all of the gift aid on the sponsored walk forms.</p>	
4.	School Update	
	<p>Andrea provided an update from the school.</p> <p>Andrea mentioned that mock exams are scheduled for Y11 and Y13 and that the school is provided additional support in terms of revision.</p>	



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	<p>Andrea said that the Library project is still part of the plans but that also there is funding required for other urgent areas like repairs. The library project is still evolving and plans are being pulled together so that the whole refurb is done in one go.</p> <p>Ella raised one of the requests for funding from the school which was £6,000 to replace drapes in the drama department. They are 20 years old and falling apart and in fact one part of it fell down last year. There was some discussion about the cost but Kady pointed out that £6000 across 20 years is actually reasonable value for money!</p> <p>Ella indicated that by funding theatre drapes, we will need to release some of the funds ringfenced for the library. She also indicated that as a charity we should not have large amounts of unspent funds so it makes sense to allocate this for the drapes.</p> <p>Ella asked attendees whether the cost was approved and it was agreed by all.</p>	
5.	Fundraising Activities	
	<p>Ella covered the upcoming fundraising activities.</p> <p>The Quiz Night promotion is underway and the quiz is scheduled for Friday 2nd February and will once again be hosted by Malcolm May. No catering or drinks are required as it's BYO.</p> <p>After half term we'll once again accept Bag2School donations. Last term raised circa £400.</p> <p>The school production of Grease takes place 20/21/22 and Ella will ask PTA committee members to volunteer for helping with refreshments. We might offer some savoury snacks as well as sweet this time – as that was a request from parents after the last production.</p>	
6.	Careers Event	
	<p>Jo Turner gave an update for the careers event on Thursday 7th March. We have approx. 45 companies signed up to exhibit.</p> <p>Jo mentioned about refreshments and catering for exhibitors. Culinera indicated that the budget of £600 (which was up from £500 last year) may not be enough to cater for the exhibitors. We discussed the possibilities for food that may be more cost effective. Jo will discuss with Karen and Culinera.</p> <p>Jo confirmed that PTA will not be providing refreshments to the attendees – but PTA will provide tea & coffee and water to the stall holders (PTA to provide prior to event and school helpers, not PTA will hand out).</p>	



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	Currently no additional PTA assistance required except Jo's time and provision of the tea & coffee & water. Jo will confirm this after her meeting with Karen on 29 th January.	
7.	AOB	
	Catherine asked whether we'll be holding another gardening morning this year. Andrea will check with Mr Matthews.	Andrea
	Next meeting Tuesday 30 th April 2024. This will be held virtually for all attendees. Ella will ask Phil Marshall to set up a Zoom or Teams meeting for this.	Ella / Phil