Speldhurst CEP School PTA AGM Minutes

Thursday 26 January 2023, 7.30pm

Present:

Becky Willis (BW), Sean Willis (SW), Kelly Kyte (KK), Steph Elliston (SE), Lucy Greenidge (LG), Deviani Parekh-Jones (DP), Stephanie Potter (SP), Chloe Sammons (CS), Kelly Christmas (KC), Mike Harrowing (MH), Ian Hailes (IH)

Stephanie Hayward (SH), Simon Howe (Simon H), Amanda MacNaughton (AM), Laura Hambleton (LH), Georgie Bailey (GB), Ruby Wade (RW)

Apologies:

Rebecca Harrison (RH), Vicky Trifiletti (VT), Charlotte Williams (CW), Sarah Taylor (ST), Claire Fox (CF)

1. Chair's report

SW talked through the Chair's report, which detailed all PTA events and fundraising activities for the past year (report attached).

2. President's report

SH expressed huge thanks to the PTA for their work over the past year, calling 2022 "the year the PTA came back". The amount that the PTA had managed to raise was impressive given the school's small size and dotted throughout the school were visible reminders of the impact that the PTA had had. SH said that she felt she could approach the PTA with ideas for ambitious projects because of the incredible financial support they were able to provide and also commended the PTA's generosity with their time: she only had to ask and someone would help with an idea or a task. SH also thanked the PTA for the role they played in bringing the school community, including new parents, together. SH extended thanks too to the class reps, who had been helpful in shaping school strategy and coordinating volunteers.

3. Treasurer's report

SE went through the spreadsheet showing the PTA's financial position (spreadsheet attached). She highlighted that some class teachers still had money to spend that had been raised in class cake sales in the 2021-2022 school year and carried up with that class. SE undertook to liaise with Katie Harle to ensure that class teachers knew how much they still had to spend.

4. Election of PTA Roles

Sean Willis was re-elected Chair.

Becky Willis and Kelly Kyte were re-elected Vice Chairs.

Steph Elliston was re-elected Treasurer.

Lucy Greenidge was re-elected Secretary.

Charlotte Williams, Chloe Sammons, Deviani Parekh-Jones, Kelly Christmas and Stephanie Potter were re-elected to the PTA committee.

Sarah Taylor was elected to the PTA Committee.

Claire Fox, Vicky Trifiletti and Rebecca Harrison stood down from the PTA committee but offered their continued support; Claire Fox was happy to continue to lead on PTA Christmas events.

5. School Wish List of Funding for 2023

SH said that there had been some setbacks to the plan to create SEN office space on the unused area outside the school hall. No objections had been raised by the village during the planning process but Heritage England had said that the project would be detrimental to the listed building and suggested that it be built with a pitched roof, which SH said would cost around £100,000.

SH had learnt that afternoon that after hearing the case for the benefits that the proposed building would bring to the school, the conservation officer had removed their objection; school were now waiting to hear from Tunbridge Wells Borough Council that planning consent had been granted.

SH said as an aside that during the planning process for the SEN space school had learnt that although planning permission for the marquee by the school hall had been waived during Covid, this was now required.

SH spoke about the school's plans for the new kitchen, which she currently estimated should cost around £560,000, meaning a contribution of £56,000 from the school. £275,000 had been put aside by the Diocese for the project and SH expected to hear about further funding in April and potentially begin the project in the May half term or in the summer.

SH said that in the meantime the project to turn the old ICT suite into an Arts space continued. BW said that around £300 would be spent on purchasing music stands that could hang from the walls. Simon H said that he had managed to source a stage from Langton Green School in return for a donation of £100. BW said that the room could really be transformed on a budget of less than £1000.

6. Confirmation of Key Dates for 2023

KK ran through the calendar of events for the rest of the school year. These were as follows:

Lego competition running til end Jan.

Silent Auction which would close on 25 Feb. Lots were starting to be donated for this.

Mini Marathon on 31 March. The new Mini Marathon team were meeting the following week, but all was in hand so far. CS said that there was a new parent in Pippin who was a printer and had agreed to make a 'Finishers' banner that CS could then photograph the children in front of if they wished.

Preloved Uniform Sale before the end of the Spring Term. KK would finalise a date for this.

KK suggested a **non-uniform day in April** to raise money for the school in Malawi that Speldhurst has links with. She undertook to liaise with the Office on this.

SH wondered if school/the PTA could organise something for the King's coronation. After some discussion, it was agreed that the **Family Fun Day on 20 May** should be coronation themed. There would also be a **non-uniform day on Friday 5 May** where the children could dress up as past or present monarchs.

Summer social on 30 June.

Sports Day Café on 7 July.

There was some discussion of a Pram Race as there is appetite in the village and among school parents to revive this. Concerns were raised that it might be too late to organise a pram race for this year and that there were no obvious dates that would not clash with other summer events being planned such as the fete. MH agreed to speak to some of those who are keen to run the event and to let them decide on the practicalities of organising a pram race this year.

MH suggested that the PTA newsletter or Chair's report be handed out at the new parents' events in the summer to show what the PTA is planning and what the funds are going to be used for.

7. AOB

New fundraising ideas

CS suggested some new fundraising ideas including:

Danceathon: SH was keen on this idea; a skipathon had been successful in the past. There were a number of dance teachers in or connected to the school community who might be willing and able to be involved.

Wine tasting: BW said that this event could be combined with the idea of holding an event with the school senior leadership team and governors.

Branded school Umbrellas.

Speldhurst's Got Talent: SH said that this event was already run internally in the summer term. SH would think about whether or not this could be turned into a fundraiser with tickets sold to parents. SH commented that charging parents for tickets for other shows such as the Nativity or Summer Play could also be considered as a fundraising opportunity.

School Discos: SH confirmed that this did used to happen. CS suggested Spring and Autumn as good times to run these so it might be better to plan this for 2023-2024.

School minibus

KC asked whether the school had considered purchasing a minibus to help with school trips, sports matches etc. SH believed that this idea had been explored in the past and that it had been complicated due to insurance, where it would be parked, who would be able to drive it etc. SH said that this idea could be revisited but that it was likely to be something to consider once the kitchen project had been completed.

Actions arising from the meeting:

- Ensure class teachers know how much cake sale money they still have to spend **– SE/KH**
- Confirm date before end of Spring Term for Pre-Loved Uniform Sale **– KK**
- Find date in April for Malawi mufti day **– KK**
- Confirm coronation non-uniform day for 5 May – **KK/all**
- Speak to parents interested in running a pram race – **MH/all**
- Ensure that PTA newsletter report distributed at new parents' events – **all**

Outstanding actions from previous meetings:

- Clear out/reorganise PTA shed! **– all**

PTA Roles

Chair	Sean Willis
Joint Vice Chair	Becky Willis and Kelly Kyte
Treasurer	Steph Elliston
Secretary	Lucy Greenidge
PTA members	Charlotte Williams, Chloe Sammons, Deviani Parekh-Jones, Kelly Christmas, Sarah Taylor, Stephanie Potter