



## Hurst Park Primary School– Parent Teacher Association–Full Minutes

### Meeting Minutes

---

*Date:* 25<sup>th</sup> April 2017 | *Time:*19:30 | *Meeting Chair:*Ms Lisa Barker

---

#### In Attendance

---

Lisa Barker (*Chair*), Sarah Banbury (*Treasurer*), Kim Divey (*Head*), Louise Sherlock (*4L Rep*), Kirsty Davies-Duddy (*2E Rep*), Lucie Hyne-Jones (*RA rep*), Hannah Baker (*RB rep*), Brooke Owusu-Bempah (*Rec*) Miranda Loughrey (*5I Rep*), Louise Warren (*5I Rep*), Melony Botha (*Events*), Jo Baker (*4L Rep*), Annie Leslie (*4C Rep*), Amber Meredith (*3H Rep*), Jess Duffy (*Nursery Rep*), Penny Goodyear (*1G Rep*), Dave Simms (*Governor*), Amy Scrimshaw (*1K Rep*)

---

#### Welcome and Apologies

---

LB welcomed everyone to the PTA Meeting for April 2017. Held at Hurst Park School. LB said apologies had been received from Emilie Martin (*RA rep*).

---

#### Financial Update

---

The Financial update was covered in the AGM.

---

#### May Fayre

---

Rota's can be finalised and printed out the night before the Fayre. Various years still have slots to fill but confident that rota will be filled. 2E (cakes and ice-creams) and 2J (games) however have no volunteers at the moment. It was noted by various reps that some parents may not have offered to volunteer yet as they were deciding on timings and booking the Magic Show first. It was agreed that if other stalls have too many volunteers, they would go over to another stall which needed help.

Face painting – we already have the paints, just need someone to do the painting. We are trying to find a parent volunteer rather than hiring someone as typically we would only receive 15-20% of sales (c£15-£25) for 3hrs if we were to hire someone. If there is no parent volunteer it was agreed that we would not to face painting this year.

Freezer. LS confirmed that it was ok to have the same freezer again but just needs to know when she should arrange for it to be delivered. There is also a fridge freezer in the DT room if needed.

Toy donations are in the PTA shed.

LB reminded everyone that no children are allowed in the PTA shed.

Plenty of bottle donations this year. A few have been taken out to go towards the hamper for the raffle. All other bottles have already been separated into alcoholic and non-alcoholic and are ready to be ticketed. It was noted that a parent should be with a child if they have won an alcoholic bottle.

All cakes should be received by 12.15pm and judging will take place at 12.30pm. Once judged, all cakes will be moved across to the cake stall to be sold, unless the baker has requested to take their cake back. If the baker does want their cake back they must take it back straight after judging.

Garden competition. All gardens are to be brought to the stall by 12.30pm and will be judged at 2pm. Any gardens not collected afterwards will go in the bin as we have nowhere to store them.

There is no need to buy pre-chopped fruit for the fruit punch as it's more expensive. It was agreed that there was plenty of time to cut fruit up the morning of the Fayre. Ladles and knives need to be brought into the school as we will have no access to the kitchen.

LB confirmed that the hall has been booked on Friday afternoon/evening after Fizzy Fun so that we can start set up. Set up can start from 8am on the day of the Fayre however no point everyone arriving at 8am as the electrics are being sorted so will be difficult to set anything up until after this has been finished.

Bunting designs will be sent out to class reps this week to make the bunting for their stall. Nursery and Reception had plenty of designs submitted, Year 4 only had 5 designs, Year 5 had 4 designs and Year 6 only had 1 design submitted. Mrs Divey awarded 5 house points to whoever had made that design in Year 6.

LB confirmed that all pricing for the stalls will be sent to the class reps and signage will also be discussed nearer the time.

No gazebos will be used this year apart from on the cake stall (not the Bake Off stall) and over the DJ equipment and BBQ. If you would like to bring your own for your stall that's fine but be aware that they quite often get damaged, dependant on weather. If it is windy, everyone was reminded to either weight your gazebo down or take it down to avoid anyone being injured.

May Fayre entrance will be a suggested donation of 50p per adult and kids will be free. Governors will be on both entrances.

LB will email over May Fayre flyers for us all to advertise. Unfortunately the May Fayre also clashes with the Cancer Research Nearly New Sale and the Scouts car boot sale.

---

### May Fayre – Magic Show

---

Reps were asked to email their classes to remind them to pre-book for the Magic Show. A reminder that one adult must stay with their child(ren). Tickets can also be sold on the day of the Fayre. Advance bookings will not receive a ticket, their names will just be on a list on the day.

---

### May Fayre – Raffle

---

LB noted that we have received £293 in advance sales from the raffle. This will hopefully double. LB reminded all that extra tickets are in the office if needed and asked all reps to remind their classes about the raffle. LB also noted that staff can also buy the raffle tickets, and that a text reminder will be sent out to parents and that the deadline has been extended to Friday 28<sup>th</sup> April.

---

### Mufti (donation) Days

---

Jam Jar donations is not a mufti day.

Friday 5<sup>th</sup> May – cake donations/mufti

---

### School wide fundraiser – Smarties tubes

---

LB noted that this will be done in June/July.

---

### Any Other Business

---

1. Bags 2 School. Bags will be sent home with your child to be filled with shoes, clothes, duvets etc and returned to school on Thursday 25<sup>th</sup> May. The school will then receive 40p per kilo that is donated. A list of things that can and can't be included will be sent out by LB.
2. Proposal. Our PA system is now quite old and we need to replace it. A parent has approached LB selling their full PA system, wireless set up, disco lights, speakers and has given us first refusal of the sale for £1,000. The parent has also agreed to help set it all up for the May Fayre. All agreed that we should buy this.

---

### Next PTA Meeting

---

The next PTA meeting was due to take place on Tuesday 16<sup>th</sup> May but all agreed to move it to Thursday 18<sup>th</sup> May due to various diary clashes.

PTA meeting concluded at 2030.