



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

### Meeting Minutes

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*Date:* 18<sup>th</sup> May 2017 | *Time:* 19:30 | *Meeting Chair:* Ms Lisa Barker

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#### In Attendance

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Lisa Barker (Chair), Sarah Banbury (Treasurer), Kim Divey (Head), Lucie Hyne-Jones (Secretary & RA rep), Louise Sherlock (4L Rep), Kirsty Davies-Duddy (2E rep), Jo Baker (4L rep), Miranda Loughrey (5I rep), Nicky Hoad (1K rep), Amber Meredith (3H rep), Jess Duffy (Nursery PM rep), David Simms (Gov).

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#### Welcome and Apologies

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LB welcomed everyone to the PTA Meeting for May 2017. Held at Hurst Park School. LB said apologies had been received from Louise Warren (Yr 5 rep), Brooke Owusu-Bempah (Rec rep), Penny Goodyear (1G rep), Amy Scrimshaw (1K rep) and Annie Leslie (4C rep).

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#### Fund Request

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A fund request has been received from Nisha for £399.99 for a medical bench with a blue roll bar at the end, to go by the sick couch. This is for hygienic reasons as the current sofa is fabric and therefore not hygienic when/if a child is sick on it. All agreed the fund request.

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#### May Fayre Update

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SB distributed the costs and profit for each stall to all attendees.

The raffle more successful this year, £1,326 profit which is double that of last year, possibly because double the amount of tickets were sent home to be sold.

The BBQ was the next most profitable stall.

Third most profitable was the auction with £380 profit.

The weather didn't help with food/drinks sales so we didn't sell as much, which was the same for cakes and ice-creams.

For the next cake mufti it was suggested that we should ask for either cake or a bottle donation to save on waste/leftover. Frida 26<sup>th</sup> May (last day of term) is the next cake sale (Reception) – minimal to be donated as we have plenty leftover.

Inflatables - £375 total cost for all 5 activities with a £95 profit overall. The Fun Run took £275 revenue so was a huge success and it was suggested that we could just have the Fun Run (instead of all the other inflatables too) next time. However, the Didi cars were good for the younger kids.

Magic Show – £45 profit. The kids really enjoyed the show. It was questioned if this took sales away from the stalls? No-one thought it did. It was suggested that we could sell popcorn outside before the show started to increase profit next time. Worth noting that the magic show clashed with the talent show and auction so perhaps plan timings a little differently next time so that there is more going on constantly throughout the Fayre to keep people here for longer.

Toy Tombola – very popular as always, however there were lots of not very good quality toys donated so perhaps we need to check donations first. Lots of toys leftover for next time.

Bake off – not many cakes entered even though it was advertised more this year.

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#### Financial Update

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The DJ equipment used at the May Fayre was bought for £1,000 as previously agreed.

SB said that she was waiting to receive the next bank statement which is due any day. The last statement from 24<sup>th</sup> April had a balance of £4,242.16. £4,992.55 has been deposited, and the cash from the May Fayre has yet to go to the bank. There is also £212 from easy fundraising so SB currently has £1,779 cash in hand, all to be deposited.

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### Bags2school Fundraiser

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A bag will go home with every child and every staff member, to be returned to the school on 25<sup>th</sup> May. The bags can be filled with clothing, shoes etc, all the details will be on the bag of what can/can't be donated. Bags to be brought back to school (dropped on at the back of the hall) on 25<sup>th</sup> May. The school will then receive 40p per kilo.

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### Recycle4Charity

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Old mobiles and ink cartridges can be donated and the school in turn will get cash for them. There is a cardboard box in the office on the left hand side where donations can be made. A text will go out to confirm this and it will also go in the newsletter.

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### Smarties Challenge Fundraiser

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This will happen after half term. The idea is that a pack of smarties will go home with each child, they eat the smarties and then fill the tube with coins. The class who collects the most will receive a £25 prize.

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### Upcoming Events

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Molesey Carnival - Saturday 10<sup>th</sup> June. Hurst Park School will have a walking float and anyone who wants to can join in. SB suggested a Disney theme, ties in nicely with new release of Beauty & The Beast. All agreed it was a great theme.

New parents evening – Wednesday 14<sup>th</sup> June. There will also be a uniform sale that evening at 7pm. Volunteers needed to help with the uniform sale.

Summer shows: 12/13/14 July, 7.30pm start. There will be a bar set up outside and a raffle. Mr Beresford has said that he may need volunteers to help backstage, however they will need to be DBS checked. Would childminders be able to this as they already have had the necessary checks? It was mentioned that the checks are different for the school so this needs to be considered. LB will check with Mr Beresford. All glass hire, wine etc will be hired/bought through Majestic, it increases the cost a little but it's a lot easier to do it all with one company. We can also return any unsold wine to Majestic. Prosecco will be bought from Aldi – it's a big seller at the shows. Volunteers will be needed for the bar (x4) and to sell raffle tickets (x2). LB will send out details so we can send onto our classes to ask for volunteers.

Quiz night – date was discussed and Friday 10<sup>th</sup> November was agreed.

Comedy nights – it was suggested we hold a comedy night, in January or February. It was thought that February would probably be a better month. Cobham Free School have a comedy night coming up soon, SB said she would look at the flyer to see who is the comedian and other details.

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### AOB

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Fun Run this year will be split so the older children will do it earlier and then go back to lessons, the younger children will do it at 2.30pm as usual and then normal finish time for all.

Mrs Divey thanked everyone for the May Fayre and for all the organisation. It was most successful event for years. LB added that the electrics were a nightmare to sort and at some point we will need to purchase covers for the electric wires.

LB also added that it was worth checking the date for St Albans' May Fayre next year as Tudor & Co also sponsored their Fayre.

SB to be the promoter for raffles and LB and LHJ to co-sign returns.

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## Next PTA Meeting

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The next PTA meeting will be on Thursday 6<sup>th</sup> July at 19:30. PTA meeting concluded at 20:15.