

Milton Road Primary School PTA Meeting 24/05/2022

Present

Maria Bardaji-Cruz (Chair)

Eric Ness

Sandy Skelton (Notes)

Dany DuBois

Rae Snape (Head) (First part of meeting only)

Vicky Jones

Tina Brewka

Jane O'Beirne

1 Update & feedback from school

- Sorting out pod area is a priority for the school. Past quotes to repair the pods with wood cost £5,000 per pod. AMV design very popular with teachers
- £38, 131.20 pod quote including VAT £31,776.
- Art room funding – floor finished – furniture to be delivered.
- Request for £1,935 for art room furniture (by email from Michelle to Sandy)
- School request for art room funding – flooring, tables and chairs.
- **To do: Rae to think about labelling pods**
- **To do: Vicky to get alternative quotes for benches**
- **To do: Sandy to get quote for removing wooden pods**

2 Treasurers' update

- £20,624 total
- Accounts submitted
- Possible additional cash from Christmas trees
- **To do: Eric to prepare float for Jubilee strawberries**

3 Funding requests

Paid:

- Christmas party £232.11
- Christmas trees £5,723
- £4,492 – art room flooring take out carpet tiles, slip proof - approved
- £1,650 – art room tables - approved
- £2,100 - art room chairs – approved
- £21 liqueur licence for the fair

Pending:

- Year 6 leavers books

Requests:

- Year 5 Jubilee picnic for reception £200 - agreed
- Tent for scouts to be borrowed back for the summer fair (we broke theirs) £300 – agreed
- Benches for pods £31,776 – do due diligence
- Funding for strawberries for Jubilee - agreed

To do: Maria to talk to Lisa re scout tent and offer that PTA buys new tent to be stored (and used) by scouts and available for PTA use for big events.

To do: Eric to check with Michelle regarding art room furniture cost £1,935 we think we've paid

To do: Vicky to get alternate bench quotes

4 Fundraising/Events

- Jubilee picnic joint event with Year 5s 26th May
- Summer fair to be held 24th June
- **To do: Lisa and Vicky to run Jubilee picnic 26th May**
- **To do: Summer fair now 24th June – Sarah Langford has agreed to organise the fair with Lisa and Natasha**
- **To do: Sandy to contact Carter Jonas to inform them of new date**

5 PTA domain and admin

- We need a treasurer to replace Eric when he leaves
- Eric also takes care of the PTA website and email accounts
- **To do: Maria to email from new account, Lisa to set up forwarding from old account to new account, Sandy to access secretary account.**
- **To do: Maria to tell school to use new email account and update the website. Also to get Lisa to forward emails automatically from old account to new.**
- **To do: Eric to hand over website and email admin to Sandy**
- **To do: Dany to write email promoting the PTA to new parents**
- **To do: Maria to check with Becca when new starter pack goes out to next year's reception parents, Dany to write a draft for Maria**
- **To do: Sandy to check with Rob re. treasurer role**