



Parent Teacher Association
PTA Membership Number 16317
Registered Charity Number 1161458

Minutes of meeting on meeting 2 March 2022 8pm – 9.30pm

Present: Rebecca Kelly (RK), Richard Spencer (RS), Wieke Eringa (WE), Lorna Miall (LM), Shona Frost (SF), Hayley Darby-Brown (HDB), Gemma Burgess (GB), Rav Mattu (RM)

1. Apologies: Trishna Rycroft, Alison Canning

2. Treasurer's Matters

Income:

Term	Event	Amount
Autumn Half Term (Sept – Oct 2021)	Halloween 2021 Competition and cash associated with pre-covid events (2019 & 2020)	£409.82
Christmas Half Term (Nov – Dec 2021)	Secret Santa - £525 Movie Afternoon - £317 Non-Uniform - £168 Virtual Christmas Fair - £517 Christmas Card - £80.95 Big PTA Raffle - £28.50	£1636.45
Winter Half Term (Jan – Feb 2022)	Valentines Competition - £99.60 Easy Fundraising - £132.40	£232
Total		£2278.77

Outgoings:

Secret Santa presents (£229.04), Movie Afternoon (£33.54), Half and Half Jar prize (£75), Christmas Fair Packs (£31), Parent Kind Subscription (£116), contribution to School Christmas Parties (£139.15). **Total £623.73**

Total Net income - £1655.04

Balances:

Nominal account £ 4403.70

Savings account £5.93

Additional Matters:

- We need to work out how to claim gift aid on contributions – RS / LM
- As we have had more than £10,000 income into the PTA account this year (due to a large anonymous donation) we will need to submit accounts to the Charities Commission - LM

3. Face to face events

Update provided by GB from school. Leeds CC are still taking the view, based on current Covid guidance, that no face to face events are permitted in Schools. This is being reviewed regularly and as soon as this changes we will be notified. PTA to plan for some face to face events in Summer Term if permitted by Leeds CC.

4. Proposed Spring Term Events

(a) Decorate an egg / cake competition (Friday 1st April) Actioned

Flyer for cake sale and decorate an egg competition can go out together.

Shona to prepare flyer to go out via Gateway, email, WhatsApp and on PTA notice board.

Hayley to speak to Little Book Shop in Chapel Allerton to see if they will donate prizes. [Now complete, three book vouchers of £5 donated by the Little Book Shop – well done Hayley!]. Actioned

Notice about competition to be sent out w/c 7 March. Actioned

GB spoke to CW and has confirmed that competition entries will be received, judged and collected from school on Friday 1st April, the last day of term.

(b) Ukraine Fundraising Actioned

Discussed the possibility of raising funds for Ukraine. GB to liaise with CW who is attending a school leaders meeting on this. GB to report back.

(c) Tea Towels RK / SF / GB

School tea towels to be prepared this year. Also, further order of Moortown canvas bags to be placed. RK to investigate whether any possibility of linking tea towels with jubilee celebrations. RK, SF and GB to take forward.

Summer Term Events

(a) Run4Fun (TBC – usually around beginning of May) Team

Whether this can go ahead depends on Leeds CC view. Carol and Scott Reid able to manage if event given the green light by Leeds CC. Parent volunteers will be needed if event goes ahead.

(b) Jubilee Event SF/AC

Possibly a crown decorating competition? Shona to have a look and see if there is anything we could use on Parent Kind. Alison Canning has also provided details of lots of ideas to take this forward.

(c) Sports Day and Cake Sales

If we get the green light, these are relatively easy to organise.

(d) Summer Fair (8 July 2022 – after school on a Friday)

Team

Many volunteers will be needed for this if we are allowed to go ahead. We can hold it in the back playground this year although we will need a contingency plan in the event of bad weather. To be discussed in more detail at next meeting when we will hopefully have more information from Leeds CC.

5. Back Playground Plans

School have confirmed that they would like an outdoor classroom to be developed in the wooded area of the back playground. Planning permission will be needed from Leeds CC. Plans will need to be submitted.

What can the PTA do to help:

PTA need to raise funds. The aim is to leverage the funds raised with grant funding. There is a challenge in that grant funding is generally not given to schools unless there is an element of community benefit, so this needs to be borne in mind when applying for grants.

The rough figure required to bring the outdoor classroom to life is around £30,000.

PTA to help support with writing grant bids. Appeal may be needed for anyone with grant writing experience to help. WE confirmed she had experience in this area and SF confirmed she would be willing to support but had no experience in this area.

Further meetings needed with school to help crystallise the 'vision'.

6. AOB

(a) Leavers Hoodies:

Actioned

Leavers hoodies to be purchased again this year. CW will organise. GB confirmed that parents will be expected to pay around £10 for a hoodie, with the remaining balance to be a combination of PTA subsidy and (if they are permitted to do so) for Y6 to do their own fundraising. RM confirmed that she has a contact who could supply the hoodies for us if we wish.

(b) Moortown Community Group

The Moortown Community Group is re-launching so we may be able to communicate details via the school network. The community group has no major projects lined up at present.

(c) Moortown Park – Little Library Competition

Actioned

RS mentioned that Moortown Park are running a competition to design art work to go on the little library in Moortown Park. PTA to do a WhatsApp message to support competition.

Date of next meeting – 27th April 2022