

PPTA meeting minutes

3.45pm on Friday 28 April 2017

Chair: Emma Cawsey (EC)

Present: Ali Robinson (AR), Gurmit Kaur (GK), Becky Swindells (BS), Hannah Peachey (HP), Hannah Eno (HE), Charlie Morris (CM), Tereza Buskova (TB), Amy Procter (AP), Mr Dubberley (SD)

Apologies: Emma King, Stacey, Zaf, Amy McLauchlan, Justice, Kate Smart

1	<p>Playground equipment:</p> <p>Successful £10k grant from National Lottery for playground equipment: 2 options presented Wicksteed need additional £4800 from PPTA and Sovereign need additional £3115</p> <p>Quoted price includes rubber matting instead of woodchip</p> <p>It was noted that Mr Bowen would prefer the Sovereign equipment for agility over the Wicksteed option which is primarily for upper body strength.</p> <p>It was unanimously agreed to go with Sovereign because of lower cost and Mr Bowen's preference.</p>	
2	<p>Profits from fundraising events spring term</p> <ol style="list-style-type: none">1. Book/cake sale on 17 Feb raised £1522. Curry and Quiznight on 17 March raised £338.503. KS1 Easter disco on 30 Mar raised £410 <p>Additional funds raised through sale of birthday lollipops and second hand school uniform</p>	
4	<p>Charity fundraising events organized by PPTA</p> <ol style="list-style-type: none">1. Comic Relief sale of red noses and cakes raised £391.702. Resources for Autism cake sale raised £440	
5	<p>School summer fete Saturday 8 July</p> <p>Health and Safety:</p> <p>H&S issues in view of ongoing building works discussed - school and builders satisfied that access arrangements will be safe</p> <p>Agreed hiring chemical toilets would not be a good use of PPTA funds.</p> <p>Risk assessment to be completed by SD</p> <p>Publicity:</p> <p>Banner to go up ASAP, posters about a month before and fliers in the last 2-3 weeks. Social media resources will also be utilised.</p> <p>Sponsors to be encouraged to provide logos for the programme.</p> <p>Others What's on in Birmingham and Hoop app.</p> <p>Pre-fete preparation:</p> <p>Bunting to go up friday two weeks before.</p> <p>Manpower needs to be solicited within year groups asap</p>	

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<p>Parent call for help for jolly jars (class competition as previously), quality tombola prizes etc</p> <p>Consider using PPTA funds to purchase pop up gazebos. Ask Yr5 parent to loan canopies again.</p> <p>PPTA to move furniture the evening before and set up from 8am on morning of Fete. Ks2 children only on school field during set-up. School requested we return tables to classrooms after the fete and not leave them in the school hall.</p> <p>Legal:</p> <p>All external businesses need PLA School has own PLA and events license</p> <p>Sponsorship/External Support:</p> <p>Almost all businesses on Harborne High Street have been approached. Three have confirmed their support (Richmond Estates, England's, James Lawrence).</p> <p>Santander will send helpers to man stalls and count money and have agreed to a donation matching the most profitable stall</p> <p>Booked stalls: Gelateria and Peel and Stone pizza</p> <p>Entertainment:</p> <p>PA-Power Mezzo Dance Company Harborne Dance School (free ice cream for all dancers will be arranged) Entertainment will swap places with the tennis tournament on the MUGA to make it more visible</p> <p>Stalls:</p> <p>Stalls mostly as in 2016</p> <p>1. Games:</p> <p>Change some of the games inc doughnut dangle. Other games – hook-a-duck, tin can alley, ping pong game, hoopla, lolly pick</p> <p>Photobooth 3V parent Football penalty shootout- Premier Sport Coconut shy Henna and face painting</p> <p>2. Food and drink</p> <p>Candyfloss labour intensive needs additional help</p>	
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	<p>Curry- to confirm Drinks non-alcoholic fruit punch, Pimm's, beer and soft drinks Samosas- purchase fewer BBQ Chinese Caribbean</p> <p>3. Sales Tombola: request donations of quality prizes only including unopened toys, drinks and gifts Plant store: Webb's of Wychbold will be approached Book sale: leftover children's stock from spring booksale, to request donations of adult and older children's books Clare's accessories - still have stock from previous events Jolly Jars Tea towels and mugs Free craft stall</p>	
5	<p>AOB</p> <ol style="list-style-type: none">1. PPTA meetings to be advertised on newsletter and class WhatsApp groups2. Cake sale for Birmingham Children's Hospital on Friday 7 July (NB the day before the fete) – it was felt that the cake sale would not impact significantly on cake sales at the fete3. Dates for school sports days:<ul style="list-style-type: none">• Reception/KS1 Tuesday 11 July• KS2 Wednesday 12 July• Back-up Thurs 13 JulyPPTA will be selling drinks and snacks4. New parents' teas and uniform sales dates TBC	
6	<p>Next PPTA meeting: Wednesday 10 May at 9.30 am at Rock-Up – free soft play or £2 for toddlers to climb. Notes will be circulated, it will not be necessary for people to take time off work for the meeting.</p>	