



**Minutes & Actions  
PTA AGM Meeting  
02<sup>nd</sup> November 2023**

**Present:**

Charlie Davison  
Barry Mills  
Helen Worden  
Gemma Martin  
Philippa Calvert  
Sally Basterfield

**Apologies:**

Bryony Perkins  
Karen Tucker  
Lizzy Mills  
Zoe Wass

1. Welcome from Charlie
2. Minutes from last meeting agreed by all attending
3. **Halloween Party**

Very successful event, with approximately £1,100 made, of which approximately £700 was profit. Lots of decorations were donated which will be stored for future use. Stalls were very successful.

Note for future events – some behaviour issues outside the building and in the toilets of the village hall. PTA might need to watch these areas closely next time/police them to ensure things don't get out of hand.

4. **Scotton Bonfire**

Stall will sell glow sticks, cakes, sweets and hot drinks. Stalls need a clear price list that can be altered during the evening to be able to cut prices and clear stock at the end. Lights needed.

## 5. Christmas Events

### *Pyjama/Film Day:*

Wednesday 13<sup>th</sup> December will be a 'Pyjama Day' in school to raise fund for the PTA. This will be followed by a Christmas Film night after school.

Suggested cost is a £1 donation for wearing pyjamas and £5 for the movie event (to include a snack). Charlie to ask Miss Calvert if it will be possible to show two films to allow appropriate films for various age ranges across school.

\* Volunteers needed for film night\*

### *Christmas Item Pre Sales:*

PTA to trial selling Hot Chocolate packs and Reindeer food as small gift items to school families and those in local area. Hot Chocolates to be £3, Reindeer Food £2. Orders will need to be placed prior to them being made to avoid over ordering. Strict deadline will be made for sales and items will be brought to school for distribution on one day in December.

### *Christmas Cards:*

Children have created their designs in school already. Kate Horner-Ashworth to provide proofs and set price.

## 6. 2024 Events:

### GrandParent's Afternoon:

Emily is willing to run again. Need Emily and Miss Calvert to agree a date, possibly March/April.

### Other 2024 Ideas:

Philippa Calvert suggested aligning events with national days – such as National Kindness Day, Student Volunteering Week, National Doughnut Day

## 7. AOB:

Charlie to talk to Miss Calvert about what items are wanted for the school and costs involved.

PTA will hold a meeting in January to confirm 2024 events.

Scotton MUGA contribution still to be confirmed.

Easy Fundraising – PTA needs to push parent take-up as once installed, it's an easy and passive way to raise funds for the school. Instructions or advice sessions could be made/held to show people how to set it up.

Miss Calvert suggested entering the Schools Lottery – Gemma Martin to set up, and monitor what happens.

**Date of next meeting to be confirmed.**