



Dorin Park PTA AGM

11th March 2021

Minutes of Meeting

Time & Location

7.30pm @ Home via Microsoft Teams

Present

Amanda Hartley, Lesley Body, Karen Nash, Lisa Robertshaw, Helen Muggleton, Bridget Aldridge, Maxine Nevitt, Naomi Cowley, Lucy Lee, Sarah Adam, Amanda East, Graham Davies, Gillian Driscoll, Nicole Luijnenburg and Jay Hartley.

Apologies

Kate Francis and Amanda Glennon.

1. Actions from the Previous Meeting

JAY H – Issue collection box to CO-OP (Hope Farm) – COMPLETE

KAREN – Applying to the CO-OP in the Spring for their charity from the community - ONGOING.

LESLEY/MAXINE - EASTER – Lesley to produce a picture for Easter competition to send home to colour in. The categories are Parent/Carer/Sibling, Early Years, Primary, Senior, Teacher. The prize will be an Easter Egg and the winner will be drawn by school council. Lesley to send Maxine the picture and Maxine to send home in bags on Friday 26th March. Competition to be drawn on 31st March 2021.

LESLEY – To contact Soil Foundation and B&Q Community Re-use for Seeds etc. - ONGOING.

EVERYONE – To source raffle prizes

LESLEY AND AMANDA – Grant applications – ONGOING

HELEN - Helen was to approach LIVE! about their lost property - ONGOING

2. Items to be minuted

Lesley would like to thank the following companies for their kind donations:
Moston Garage, Starbucks, Big Yellow Storage, Roberts Recycling and Boohoo.

3. Chairpersons Report

Lesley began by saying it has been a strange and difficult year but wanted to thank all the committee for their efforts. She then sent best wishes to Claire McKelvey who had to step down as chair due to health reasons and wished her a speedy recovery. Lesley welcomed our new members and spoke about successes for the year.

Lesley stated that current ongoing successes such as easy fundraising, school lottery and Roberts recycling have kept the PTA going whilst we've not been able to actively fundraise. Please see Appendix A for the full report.

4. Treasurers Report

Karen gave us an update of the financial expenditure for 2020/2021.

Karen explained that we raised £64.50 in the book sale from Birch class, we had a donation tub back from Co-op which raised £32.06, School Lottery £117.50 so far since January.

We have spent £969.58 on the Wishlist's and the total in the bank is £14,779.67. Please see Appendix B for the full report as enclosed.

5. Nominations/Resignations

All nominations forms were emailed out by Amanda for Committee Roles to be chosen. A new role of Publicity Officer was added to Committee, the duties will include posting upcoming events on social media across both Twitter and Facebook accounts. The following nominees were counted:

Chairperson – Lesley 16

Vice-Chairperson – Amanda 16

Treasurer – Karen 16

Secretary – Nicole 16

School Liaison Officer – Maxine 16

Publicity Officer – Role still available to be filled.

The new PTA Committee for 2021 is as follows:

Chair – Lesley
Vice-chair – Amanda
Treasurer – Karen
Secretary – Nicole
School Liaison Officer – Maxine

6. Constitution Review

Amanda updated us on the Constitution and reminded us that Our Vision is to contribute to school life and our ethos was how we help our community. Asking did we all still agree with this, the committee all agreed they did.

Amanda also reminded us about the importance of the GDPR Policy and to be aware of what we share on our phones and tablets, especially during the pandemic times where we have become more reliant on technology.

Bridget challenged how many meetings Committee members must attend. Amanda stated that Committee members must attend 75% of meetings but at the Chairperson's discretion. Nicole also asked Karen about how she records the finances and any data – Karen said when she downloads the bank statements to reconcile, all information is blocked out. I.E Sort code, bank account number etc.

ACTION – ALL – Please can all committee members ensure they are attending at least 75% of meetings as per the Constitution. This ensures fairness that there is always a good attendance at meetings to share views and inputs and that we meet the minimum requirements of a quorum of 5 for voting purposes.

7. General Business

Crowd Funding - Amanda spoke about a Crowd Funding page for the purposes of raising money for the car park project etc. This is a platform online raising small amounts of money via the internet and how it would support us better than a Just Giving page. Lucy stated we could use a crowdfunding page (email received from Lucy on 16.03.21) but Karen will investigate Easy fundraising as they apparently have a donation button that you can use for a project. Also, after Lesley and Amanda attended a recent ParentKind coffee morning, other PTA's use ParentKind's site as a platform which is supposed to charge a small fee of 1.2% and then 20p for every transaction made.

KAREN – To investigate this and report back to committee on findings.

Easter - We have had various donations of chocolates from Moston Garage. We discussed how we could distribute these out to the school pupils. Lesley suggested bagging up mixture of crème

eggs to give out to pupils before Easter Holidays. Amanda East stated that she felt we should not just give out Chocolate (encouraging obesity) and we should think about the nil by mouth or intolerant children. Lesley said that she had been gifted some knitted bunnies and these could be utilised for this reason instead of the raffle. The committee all agreed!

Boohoo – Lesley is in the process of sorting the Boohoo Facebook webpage and this will hopefully be live on Facebook after Easter holidays. Amanda and Lesley approached Birch class to see if they would like to collaborate with the Boohoo store as part of their business enterprise. Birch class loved the idea and part of their life skills (ironing, price tagging, taking pictures, putting together outfits with accessories etc.). Michelle Milligan is going to devise a working document for the children to use from start to finish. School offered to buy a pricing gun out of the Life Skills budget to support ourselves and the children in this process.

Amanda recognised Lesley's hard work of going through 7 boxes and taking pictures etc.

Karen recommended that Birch should be given a cut of profits and they could work out the percentage of costs based on sales. The board all agreed!

LESLEY – To drop of two boxes of stock into school.

Raffle Prizes – Nicole and Karen both felt it was difficult to access prizes in the current climate. It was suggested to maybe approach online big businesses such as Amazon, supermarkets etc. to see if we could get gift vouchers.

EVERYBODY – To source raffle prizes.

Summer Fair – The committee all discussed the Summer Fair and our options. The decision was made to cancel this year Summer Fair and re-book with the pavilion for 2022. With Boris Johnson's road map only just being released, the consensus was that our Summer Fair date would only be two weeks after the 21st June and if any elements were to hinder the road map then this would impact over to our plans. Also, our main priority is to keep all Dorin Park's children safe and well and as there are many extremely vulnerable children within the school, we couldn't put them or their families at risk.

There was a discussion to possibly have a virtual Summer Fair and showcase vendors for one hour each over a period of two days.

AMANDA – To contact all Summer Fair vendors about the cancellation and ask if anyone would be interested in a virtual fair instead this year.

AMANDA/LESLEY – To contact Darren at the Pavilion and cancel our fair and re-book for 2022.

Bridget Virtual Challenge – Bridget discussed a fundraising idea to do a virtual challenge with the children. She thought that maybe they could put a map in the school that would record how many kilometres the children have collectively completed. Jamie stated that it needs to be fair for the children that are not able bodied but who still would like to participate. The committee agreed

and suggested ideas such as: standing frame time, clapping, crawling, arm movement and rolling etc.

BRIDGET AND LUCY – To discuss paperwork and send home sponsorship forms with the children and raise money for new play equipment.

8. **AOB**

Helen requested if we could tweet and thank Starbucks for all their efforts.

AMANDA EAST – Amanda nominated herself to get the children to do a thank you card for both Starbucks and Moston Garage.

MAXINE – Maxine will ask Owen (IT) to tweet on the schools Twitter account also.

9. **Next PTA Meeting**

Next meeting is booked for Thursday 29.04.2021 at 7.30pm on Microsoft Teams.

Amanda Hartley 27.04.2021