



Dorin Park PTA Meeting

Thursday 5 May 2022

Minutes

Time and Location

7.30pm – Home via Microsoft Teams

Present

Amanda Hartley, Lesley Body, Lucy Lee, Gillian Driscoll, Naomi Cowley, Karen Nash, Jay Hartley, Nicole Luijnenburg, Claire McKelvey, Vicky Roberts, Maxine Nevitt, Bridget Aldridge, Amanda East

Apologies

Helen Muggleton, Amanda Glennon, Lisa Robertshaw, Graham Davies, Sarah Adam

Actions from previous meeting

- Karen – Karen has had feedback from the CO-OP about the local community fund and has giving them the info that we need money to resurface the car park – ongoing
- Jane Rowlinson – to write up a letter how the Storyhouse projects are getting on – ongoing. She has given good feedback in the meantime, it's been very successful, wants to get some pictures and videos together of some mini productions lately. Visits to Storyhouse are in the pipeline.
- Amanda – to write a page about what the PTA is spending the money on and distribute this – ongoing. Lesley is going to put some info on the noticeboard about what the PTA is doing and spending the money on with some pictures and thank you cards.
- Lesley – B&Q have put a stop on 'community reuse' scheme for now, but Lesley will check again – ongoing.
- Everyone – to keep using Easy Fundraising while shopping online and to keep voting for the ASDA Green Tokens (we're on 3rd place now, deadline end of May we think).

Treasurer Report

See attachment from Karen (Finance Summary May 2022)

The Boohoo sales have been fantastic and earned us £849.45!!!

Our grand total is now: £19.853,38! Of which is allocated about £10.000 in total for Storyhouse and the sensory playground.

Boohoo Sales

The Boohoo Sales went really well!

We can use the same rails during the summer fair.

Lesley – Amanda suggested a Tweet to thank the people who offered us to use the rails.

Boohoo plans: we still have 17 boxes in stock. Agreed was that we'll do one big sale at the summer fair and whatever has not been sold will go to Roberts Recycling for the collection on 13th of July from school. We will donate a percentage of the money from Roberts Recycling to a Ukraine charity.

Summer Fair – 3 July 2022 (12 till 4pm)

What has been done in the meantime:

- We have 51 stalls at the moment and nearly everyone has paid.
- Dee 106.3 will start advertising for us a few weeks beforehand.
- Claire's friend Jeff will take professional pictures on the day.
- Boohoo clothes: agreed was to sell everything for £1 at the summer fair. We can use the same rails as we've used on the Boohoo clothes sale in April. Everything will be sold for £1.
- We have Bren Bikes, Helen Muggleton, Muir Housing, Ark Angels, Hot Seating, Starbucks (Sealand Road) who have signed up for the sponsorship. – In the meantime Starbucks has won to be the main sponsor of the event.
- School's Catering Manager Debbie Campbell has agreed to do the catering, Lucy will do the order. E.g. basic hot dogs and (veggie) burgers. We have various other food stalls too (incl ice cream van).
- Amanda East has contacted a friend called Carl Williams and he's happy to DJ!
- Helen has agreed to do the dog show again. We will have less categories this year. Amanda contacted the Mayor and asked Lucy if she wanted to present in case the Mayor can't do it. We have the same judges as last time. We'll give people a 'doggie' bag afterwards. We do need volunteers, the charity Ark Angels will help us out with that too.

Amanda mentioned that the Forestry Commission has pulled back a lot of bushes and trees around the pond at the Pavilion's field and have made the pond wider. When Amanda did the risk assessment she found that it's very exposed at the moment and therefore not safe. Amanda has contacted a company who could cordon off the pond to make it safer, Darren from the Pavilion agreed. But unfortunately Lesley got a message from the Parish Council saying they weren't

happy with us putting barriers around the pond. They were happy to look at our risk assessment again and for us to take it back to the council to appeal against it.

Amanda has checked with our insurance company that when we're hiring the field and do our own risk assessment that that should be the risk assessment for that event.

Nicole suggested to source volunteers to stand next to the pond and keep an eye on things. However we can't really rely on the amount of volunteers in case people cancel. Bridget suggested warning signs saying that there's a pond.

Some of us will have a look on the Pavilion's Jubilee celebration day on Saturday 4 June, to see what their set up will be and if they do anything with regards to the pond.

Amanda will have a meeting with Chris from Cadent to check if we could just cordon the pond off for the day or if they have any other ideas.

We do need to start thinking as well about where we'll do the fair next year.

Actions:

- Lucy: -to organise a week of donations in advance (e.g. on Monday people could donate (wine or any) bottles, on Tuesday toys, on Wednesday sweets etc).
-to ask school staff for volunteers & gazebos
-to ask some of the Six Formers and our IT coordinator to take some video clips and pictures during the day so that they can be played and shown on the lead up to next 's fair
- Amanda: -to approach a few businesses to ask for volunteers
-to make a rota for the volunteers and first aiders
-to send a rota across to Lucy where we need volunteers / first aiders for
-to make a list what we need to buy (like more hi-vis vests, fire extinguishers, rubbish bags)
-to contact Sue Weaver from Neptune to ask if they want a stall
- Karen: -to send a weekly email to Amanda saying who have agreed to have a stall at the summer fair and have paid etc
- Amanda East: -to pass on Carl Williams' (DJ) email address to Amanda
- Amanda Glennon: -to make a few more Makaton signs / symbols for on the day
- Everyone: -to ask around with friends & family if anyone has gazebos we can borrow (we need at least 10!), we seem to have 5 at the moment (incl one or two from school)
-to try and source more raffle prizes, especially from pubs and restaurants.
-who has a big BBQ with gas bottles?

Roberts Recycling

Next collection dates are:

Tuesday 17 May 2022 from Lesley's home

Wednesday 13th July 2022 (leftover Boohoo clothes included!)

Wednesday 16th November 2022

Fundraising Ideas

Our regular fundraisers that keep us ticking over are:

- School lottery
- Easy fundraising
- Roberts recycling
- Our quarterly raffles

AOB

Lucy has asked the Six formers if anybody would like to take on the Publicity Officer role for the PTA but there was no one really interested in the role. They have been of great help though during the last coffee morning, Maxine couldn't have done without them!

Karen mentioned that she received an email from the Charities Commission saying we need to show that we have spent 30% of what we have raised from the public. Karen got back to them to say we're going to spend it on the car park and is awaiting their reply. Amanda mentioned we need to let them know too that we have ring fenced money for Storyhouse and sensory playground.

Lucy mentioned she's got someone coming out to look at the park one of these days! And Claire has received three quotes for it.

Lisa asked when we are going back to face-to-face meetings (as she can't meet the Teams meetings). Suggested was to do the meetings before the summer fair via Teams and after the summer holidays to allocate a meeting in the pub every so often.

Next PTA Meeting

Next meeting are booked for Thursday 16.06.2022 (summer fair meeting!) at 7.30pm via Microsoft Teams and our normal meeting on Wednesday 06.07.2022 at 7.30pm via Microsoft Teams.

Nicole Luijnenburg

Attachment:

Finance summary May 2022