



# Dorin Park PTA AGM Meeting

## Wednesday 12 July 2023

### Minutes

#### **Time and Location**

7.30pm – Home via Microsoft Teams

#### **Present**

Lesley Body, Maxine Nevitt, Nicole Luijnenburg, Karen Nash, Naomi Cowley, Claire McKelvey, ,  
Becky Hanna, Amanda Hartley, Jay Hartley, Yvonne Winstanley.

#### **Apologies**

Lucy Lee, Lisa Robertshaw, Graham Davies, Vicki Roberts, Gillian Driscoll, Helen Muggleton,  
Amanda East, Bridget Aldridge, Sarah Adam, Sharon Marsh.

#### **Items to be minuted**

Lesley received a wishlist from Jane Rowlinson, a member of staff has requested a trampette and some light up glow spheres, cylinders and bricks. The PTA has agreed for these items to be purchased and they have been ordered.

Amanda mentioned that the Hip Hop experience has also been agreed by the PTA. It was requested by Emma Jones, the cost is £450 and this would accommodate 4 classes. It will support the children in their creativity curriculum. There was challenge put in by Helen Muggleton as she felt maybe this experience wouldn't be suitable for the children. The staff has assured that the experience will be adapted to suit the children based on their needs.

The VR headsets have arrived and students are already using them.

Open Orchestra: Jane Rowlinson has registered and has been accessing training with a view to deliver the programme from September.

A big thank you to Angela Shickell who did so well with selling chocolates to the bus drivers and people coming through the door. Maxine will pass this on to her. Unfortunately Angela is not well at the moment and we agreed to send her a card and flowers.

And a huge thank you from all the PTA members to Lesley for all her hard work!

## **Actions from previous meeting**

- Karen – Karen has had feedback from the CO-OP saying it's got to fund/help the local community. She's trying again – ongoing.
- Lesley – B&Q 'community reuse' scheme: Lesley has been on the website and will look into creating a page on their website to be able to apply – ongoing.
- Everyone – to keep using Easy Fundraising while shopping online – ongoing.
- Lesley – will try to complete in the summer a little booklet about Easy Fundraising, the school lottery, the Amazon Smile and the Just Giving page, so that new parents will be aware of those too – ongoing.

## **Lesley's welcome words at the AGM**

Lesley has explained what the PTA is involved within school and she welcomed everyone, especially the new members Yvonne, Becky and Sharon. Lesley explained that the AGM meeting is the only formal PTA meeting of the year and is one that deals with formalities, committee elections, financial audits, reviews and plans and a copy of the Constitution is available on request. A big 'thank you' to all the parents and carers for their support and contributions, to the current PTA Committee, all other PTA members and the continued support and guidance from Lucy Lee. Special thanks must go to Amanda's sister Natalie and Jay for organising Santa's grotto within school, Helen for continuing great donations and arranging the bouncy castle at the summer fair and to Maxine for coordinating the raffles and coffee mornings.

## **Treasurer Report**

See attachment.

We have raised £933.60 at the summer fair and the total spent was £415.43, so the profit was £518.17. Just a mention for going forward: the food bill was the majority of the expense and we made a significant loss. Becky mentioned that her partner works for a wholesale food supplier and suggested he could probably donate us food for our next fair.

At the moment we have a total of £21.075 in the bank.

Annual report: we started September 2022 with £22.153. This school year we have raised an amazing amount of £4230. Expenses in total have been £1218, given back to the school (in whishlists, Easter gifts etc.) £4090.

## **Constitution Review**

**Action – Amanda will send out the GDPR Policy and the Constitution**, our new PTA members have already received those. Amanda mentioned just to be mindful what details we put in our What's

App group, what emails we're sending, making sure that we ask permission to put pictures of the children on our social media.

### **Nominations/Resignations**

Amanda mentioned herself (Vice-chair), Lesley (Chair), Karen (Treasurer), Nicole (Secretary) and Maxine (School Liaison Officer) will carry on as we are.

Becky offered to take on the role of Publicity Officer to manage the social media, PTA page, advertising Easy Fundraising. A big thanks to Becky!

### **Roberts Recycling**

New date 15<sup>th</sup> November. Decided was to stick with 4 collection dates a year. Amanda suggested for school to send the letter but also a follow up text to parents. **Action – Maxine will send the letter and will ask Owen to send a text the following week.** Karen suggested to get the Roberts Recycling bags back. **Action – Lesley to ask them for the bags.**

### **Fundraising Ideas**

Our regular fundraisers that keep us ticking over are:

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

### **AOB**

**Wishlists:** we need to give school a reminder to let staff know the wishlists are there, just to let them know we are here to help. **Action – Maxine will send an email to staff**

**Car park & kitchen:** The Local Authority have agreed to pay for the carpark to be relayed, this is great news after all the hard graft put into it! They have said that if there is any money left over they will do the pathways too otherwise the school will get quotations and see if the PTA have available funds to support this? The school is having some building works done which consists of two new classrooms which will be paid for by the Local Authority. The kitchen area is going to be extended in the coming weeks. Potentially, the school may need support to furnish these new areas.

**Feedback spring fair:** Karen did a quick comparison of last year's summer fair on the field (2022) to this year's summer fair. Taking all the costs into account we did very well with this year's summer fair, considering there was less preparation time and the fair was only 2 hours. A large sum of money though was easily made during the big summer fair in 2022 by entrance fees and stall holder fees so in that respect it's worth organising a bigger fair again at some point. Also, Amanda mentioned that when we do the fair on the field we also do it for the whole community so suggested was to still do the big fair but maybe once every 2 years. There's pro's and con's to both, the smaller fair this year gave us as PTA members more time to enjoy with our families at the fair and there was a lot less preparation time beforehand and on the day and the bigger fair is a great community get-together and we raise more money.

The Willy Wonka stall did really well, so did the cakes and drinks The majority of money was made though at the bottle tombola (nearly £300)! We still have loads of books left and Lesley is looking into donating books to a scouts group / charities as we just have too many books. Having the outside area was lovely as it was quieter and kids loved it. The bouncy castle proved good too, next time though we will not charge for kids to use it at our smaller fair.

Karen will send a breakdown by stall when she sends us the Treasurer Report.

**Facebook selling page / Marketplace page:** Sarah Collins asked if we could have a Facebook selling page or a Marketplace page as there is quite a lot of school furniture which is not used anymore and could be sold. We have closed our Boohoo Facebook page down, so we would need to come up with a brand new name. Decided that we could trial it through a Facebook selling page linked to our PTA Facebook page and see what response we'll get. Sarah will take pictures and provide us with them. We just need to have a think of a name. Becky, in her new role as our new Publicity Officer, will have a look at it in September.

## **Halloween**

2 November 2023. **Action – Amanda will get the disco booked in.**

Helen managed to get 2 boxes of sweets from Moston Garage and we've got sweets left from the summer fair (all with good dates until at least next year).

## **Next PTA Meeting**

**Lesley / Amanda – to do a poll and send it out by email to arrange our next meeting after the summer holidays face to face.**

Nicole Luijnenburg

Attached: Treasurer Report