



**Boxgrove Parent Teacher Association
Agenda**

Tuesday 13th December 7.30pm The Buzz Room

Welcome Persons Present:

Philip Harris; Nick Griffiths; Pareesha Dos Santos; Marianne Webb; Emma Sepassi & Amreen Hanware

***Apologies for Absence**

Alison Fitch; Peter Wright; Louisa Furniss

***ACTION points from last meeting**

- Family BBQ – nothing to comment
- Mobile Escape Room Puzzles – nothing to comment
- Wreath Making – nothing done this time but a continued action point for future ideas
- Quiz Night – in hand at the moment
- PTA Noticeboards – have now been ordered
- History Timelines – are in place, there was some discrepancy over including VAT or not but will be discussed later.

***Chair Report**

A big thank you to the Christmas Fair team and to Svetlana for the doing the Christmas cards/mugs. The Test your strength machine axle broke after 2 hours or so at the Christmas fair. A parent has volunteered to mend/improve it, and also to create a sign for the PTA shed for us.

During the autumn a parent approached PTA expressing concern over the quality of school lunches. ParentKind encourages parental involvement via PTA on issues that are of broad interest like this; at Boxgrove these matters would be dealt with in the first instance through the school, and e.g. if surveys are necessary they would be carried out via study bugs; PTA can then support as necessary to help implement solutions.

***PTA Policies**

We have PTA Policies that need to be approved annually. This is different to the Constitution (which is how we are structured and to ensure we are complying to charity law, etc.) but this is more for the policies such as where to refer to for safeguarding concerns, how we deal with money, etc. PH updated the existing policy document, with input from other committee members. A vote was taken and the meeting unanimously approved the revised document. Annual review of the document needs to be added as a standing item to the agenda for the AGM.

***Feedback on Events**

- Christmas Hampers £777 – well worth doing. 25 hampers in total. If everyone is in agreement, ask this again in the future as it does very well. They need to be done well in advance of the fair but we need to find a place to store them (locked away too).
- Christmas Fair - £8995 cash taken to the bank from the day. Float was £2855. Profit £6140. Expenses £1100 approx. Card machine £117. Auction £777. £300 external stalls. £250 fund matching from an individual. Raffle safes £1080. Total profit £7574. Fantastic achievement. Good number of volunteers on the day setting up the fair. All the classrooms were packed away and

cleaned really well by everyone before 6pm; thank you to everyone for volunteering and putting in effort and initiative.

- Christmas Cards/Mugs – TBC on funds raised

A few teething issues with some parents not getting quite what they ordered or getting the wrong design. Hopefully next year we can have a main point of contact to direct parents queries rather than having the PTA as a middle person between the volunteer and the parents.

***New Events/Initiatives**

Painting & Prosecco – in process of being confirmed to go ahead 3rd February

***Funding Requests**

Philip to amend the request forms so that VAT is more clearly established

Year 6 Yearbooks - £1998.80

Funding request from Tracey Fletcher and Claire Hicks for funds towards the Year 6 leavers yearbook. To support the annual Year 6 leavers activities. This yearbook is wonderful way to support the children in their transition from Primary to Secondary school. It gives them a snapshot of their years at Boxgrove and all they achieved with the school. It has been beloved for many years now.

Historically PTA would give an amount towards a child towards Year 6 leavers items. Hardship fund would then help pay towards as well for example to cover costs of the hoodies. We can also request for donations to help cover costs towards the Year 6 leaver items. **VOTED YES.**

Shed - £455.99

Funding request from Mr Balchin for an outdoor shed/storage space. Mr Balchin explains: 'We purchased outdoor resources at the end of last year for this cohort of children to use during outdoor learning time. The shed that was previously there was condemned and removed. The storage available was broken and unsafe for use. The resources are currently housed in the classroom and this makes it harder to access for staff and more importantly, children. The resources would be moved outside and kept dry within the storage cupboard. With this in place adults would be able to quickly create learning opportunities for children outside. We have chosen this shed over others as it had a larger space within. It is our hope that in the future would might receive donations from parents of suitable trikes, bikes and scooters and they could be stored here also.'

VOTED YES.

***Dates for Diary**

PTA Meeting – 24th January 2.30pm in the Buzz Room

Painting & Prosecco – Friday 3rd February

Sponsored Pancake Flip – Tuesday 21st February

Disco – Wednesday 1st March

PTA Meeting – 7th March 7.30pm in the Buzz Room

Quiz Night – Saturday 25th March

PTA Meeting – 26th April 9am in Café B

Summer Fair – Sunday 10th June

PTA Meeting – 4th July 7.30pm at the Horse & Groom

Family BBQ – Friday 7th July

***AOB**

*Card readers – school WIFI was not strong enough for all the card readers to cover the area required.

Marianne's husband Will to liase with Peter Wright to see if we can get a PTA guest WIFI to link up the card readers for quicker smoother transactions.

*Wait and see whether use of the recycle bin declines now that the gates near the bin have to be shut.