Boxgrove Parent Teacher Association
Meeting Minutes for the PTA Meeting
Tuesday 5th May 2026 at 19.30 in the Buzz Room

***Welcome Persons Present:**
Daphne Chocholi; Nick Griffiths; Josh Andresen; Niels; Pareesha; Ewa Lascelles

***Apologies for Absence:**
Fleur; Claire; Nicholl; Michelle

Meeting chaired by:
Joshua Andresen

***Chair's Report**:

- Amending Constitution for quoracy reasons.
- Structure of roles
- Helen Stanley has been successful this year and would make sense to approve for another 6 months
  - Need funding request from school for this
- Neils & Josh to speak at new parents event
- Calendar of events and **PTA** meetings for next year
  - ➔Follow up with Nicholl & Tanya re. events calendar for next year

***Review PTA Policies:**
We are to review it annually on how we run the PTA and for safeguarding how we run the PTA – **we are compliant; yet to pay Lottery license so that compliant with council; reviewing constitution with school as explained further below. New policy saved regarding the financials saved in the PTA Google drive.**

Ad-Hoc Mentions:
Amending PTA constitution to ensure we have correct balance of PTA members and the quorum so that the committee members are aligned with Charities Commission and then the wider PTA sub-team who of course will still play a big role on decision making and volunteering. PTA Committee; Operations Core team; sub-team volunteer type of structure. Precise details still need to be confirmed but aim is to make this compliant and manageable.

Helen Stanley – 6 month rota agreed to pay her salary; need to get the school to provide a funding request; overview of what has been raised thus far:

Funder	For	Amount	Submission month	Status/Result
Bluespark Foundation	Sensory Room	£2500	September 25	Unsuccessful
Michael Tippett Musical Foundation	Strings	£2000	October 25	Pending
Radcliffe Music Fund	Strings	£4000	November 25	Pending (summer 26)
Morrisons Foundation	Sensory Room	£3943	December 25	Pending (sept 26)
Community Foundation for Surrey	Young Carers	£3000	December 25	Success
CFS (EOI)	Healthy Eating	£4820	January 25	Success
TESCO Stronger Starts	Healthy Eating	£1500	January 25	Pending
Poyle Guildford Charities	Young Carers	£2858	February 25	Success
CFS (Stage 2)	Healthy Eating	£4820	February 25	Pending
Easy Fundraising Impact	Young Carers	£500	February 25	Pending
Wooden Spoon	Sensory Room	£3943	March 25	In draft

Reporting
TESCO stronger starts
Poyle Guildford Charities

Niels & Josh speaking to parents incoming reception year -June 17th – Niels asked Ewa for assistance with the slides we will present to the new parents to ensure they pitch correctly.

Josh speaking to events team and school office for aligning PTA events and meeting for next year; meeting tonight reviewed if the style of meetings is working, online, mornings and evening meeting rotations. Decision made to stay with the same format.

Upcoming event:

- A little of £8000 in the account so far
- Quiz night profit readjustment is £1609.17

***ACTION points from last meeting:**

- Band-e-oke –Clare to chat with Nicholl to figure out a date/costs – The decision is to think about this for next year as no time left for events this year
- House points for volunteering - PTA/School need to publicise this news – follow up with the school on this
- Photos for PTA members on website – This action is still incomplete as Nick is awaiting photos of Josh & Claire – Josh and Claire to log in to the site and upload their profile photo on their own accounts
- Lanyards for PTA members to use at all events – Niels has ordered the lanyards and will be here in time for the next event
- Publicise 1 minute video students did on playground markings
    - Follow up with 1 minute video mashup of what was funded in 2024/2025, - on the school social media page pitching the playground; next video being made soon; still going to see if can do a mashup video of what has been raised so far in a quick 60 minute mash up video – digital noticeboard thoughts and ideas
- Outdoor/indoor cinema night? an idea still to be discussed in terms of when during the year; how and what would the audience be, families or KS2 only? If anyone is happy to run this event, please do get in touch, for now the decision is to park it for next year
- Reformatting the weekly Newsletter so that it opens properly on mobile phones - Michelle Fouche to help with newsletter formatting – Josh meeting with Michelle and the school to see how this works and how can be help
- Wreath building in November; Tanya and Ewa foraging – yes, it is happening; ongoing project with more information to come.
- Ewa explores investigation events strategy/fundraising strategy – finding events that are minimum costs and can involve minimal involvement from families/parents but also reach external family/friends like the pancake flip

***Funding Requests:**

- None but anticipating an iPad trolley request soon

***AOB:**

- Circus training for the children – the PTA are thinking of doing something fun and visible that is both from the PTA directly and only for the benefit of the children directly (Like an assembly) – Niels has spoken with Alison and will look into this further as well as other mini activities that can be organised for transition week.

***Dates for Diary:**

13 June 2026 – Summer Fair 2026
3 July 2026 – Summer BBQ 2026
7 July 2026 – PTA Meeting 7.30pm