**Draft Minutes of Budbrooke Primary School Parent Teacher Association**

**held on Thursday 1st October 2020 on Zoom Call**

**Present:** Mark Crawley Chloe Osborn

Keri Purnell Craig McKee

Lynsey Mason

Farai Munzungo

**Apologies:** Heather Bailey

Matt Halford

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| **Minutes**  MC welcomed everyone to the meeting and we individually introduced ourselves to the committee. | **Action** |
| **Minutes from 2019 AGM**  CO pointed out the spelling of Osborn needed to be changed and KP mentioned that the dates for next year fundraising dates also needs to be changed to 2021 in the  Budbrooke Primary School PTA AGM minutes, held on 23rd September 2020. | MC |
| **Constitution of Amendments**  MC informed that Clause 6 will need to be amended to show the PTA would consist of the Chair, Honouree Secretary, Honouree Treasury with 4 other members and the Head Teacher and 1 other teaching staff.  Due to no objections, MC will send this amendment to the Charity Commission with the officers of the committee. This is solely to update the commission. | MC |
| **Fundraising Ideas for Autumn/Winter and Christmas**  Due to the cancellations of events prior to Christmas, below were Ideas for fundraising:-   * KP spoke about the Christmas fayre, whether a Father Christmas could electronically come into the classrooms with a pre-recorded message or a story for the children. Discussions took place re. a suitable actor, recording device and whether people would want to do this. A present could be given and pre-packed and pre-labelled. CM had no issue allocating staff after school but not weekends or later in the evenings. MC mentioned the possibility of a separate recording for each individual class.  It was agreed it could be facilitated this year in the line of like the mother’s day room. MC mentioned that the PTA could pay for a small gift to each child due to the strange times we are in.   **Fundraising Ideas for Autumn/Winter and Christmas (Cont’d)**   * CM mentioned about children designing Christmas cards but agreed this would be too expensive. * BL sent to MC a School fundraising activity form but felt it was also expensive but other companies offer this facility. * Tea towels were discussed by KP and explained that if we ordered over 50 it would work out at £2.00 each and bags would be around £3.50. KP to look into this further and to circulate via email as soon as possible. * Discussions took place around a class card to be made like fingerprints on a Christmas tree. * Discussions took place re. a Father Christmas, MC to ask the PTA Facebook page regarding this ideally someone not none to the children. MC to speak to Russell Fish. * LM mentioned playing chocolate bingo. But agreed it wasn’t really a fundraising idea but more of a fun thing to do. However, MC did say it could be done in the same way as a quiz. A quiz and bingo could be a good way of promoting the PTA. MC has had experience in quiz’s on line before.  MC to organise an on-line quiz to last approximately 30 minutes with a picture round that could be sent out prior in the kids school bags! Regarding the bingo, it was agreed that the quiz would take place. * CM to report on Festive fun day plans. * KP found details on how to join The 100 Club but not how to run it, and requires more rules as to what you would win. The 100 Club is a private lottery with numbers 1-100, members join and get a number for the year and each month or frequency you draw from those numbers and the member wins a cash prize. KP to talk to MH re prize and how members would pay. * CM raised the subject of registering the PTA for Amazon Smile. The benefits for this are .5% of your purchase price goes to the charity. A customer would go straight to Smile.Amazon.co.uk and we can list our charity. (KP to send account number and sort code to MC). An announcement letter to be sent out to parents about the quiz and Smile. | KP  MC  MC  CM  KP/MH  KP/MC |
| **Items to fundraise for:**  CM had said Year 6 and reception had submitted some bits about the playground.  CM also talked about wanting to set up a recording studio with a green screen. He has bought 30 webcams so that children can use them in the ICT suite and can be used for animation. CM had used this in a previous school and gives the children an audience, a purpose and motivation and available for everyone in the school to use.  **Items to fundraise for (Cont’d):**  CM to circulate details to MH and HB to have an opinion. MC to look for form details.  MC to look through previous correspondence from Beth re. the timber trail for year 5/6 playground. KP mentioned a concern for on ongoing maintenance, CM confirmed it was minimum. The idea is to put something down by the fence, potentially something that could go in between the trees i.e. a rope bridge and flooring.  BL and CO to discuss with each other and with the children. | CM/MC  MC  BL/CO |
| **Any Other Business**  None. |  |
| **Next Meeting**  Thursday, 5th November 2020 at 7pm. | All |