

**Minutes of PTA Meeting**  
**16<sup>th</sup> February 2024, 2:00pm at school**  
**Minutes taken by Isobel McDonough**



<b>In attendance:</b>	<b>Apologies from:</b>
Jen Fisher (JF)	Jessica Mehers (JM)
Claire Forrester (CF)	Sally Lloyd Davies (SLD)
Lorraine Duffett (LD)	
Isobel McDonough (IM)	
Minute taker	
Anna Taylor (AT)	
Mrs Roberts (MR)	
Freda Davies (FD)	

All parents and carers of Bishop Wilson students were encouraged to attend the meeting.

**Matters Discussed:**

**1. School fundraising/ Purchasing aims 24/25**

- Topics discussed in which the PTA could support the school:
  - Lease agreement for 2 laptops- FD currently getting a range of quotes. PTA voted to confirm spend of £700 towards lease for 2024
  - Gardening equipment- Gardening gloves and trowels- CF had no luck with gardening centre donations. School will buy items once amounts agreed and PTA will reimburse.
  - Balance bikes
  - Atlases- Owls and Eagles. MT confirmed pack of 30 is £191. PTA voted to agree purchase of a pack for Atlases. School will buy and PTA will reimburse when a copy of the invoice is provided.

**Actions**

- I. Laptops- PTA to decide if agreeing to 1 year lease or a specific amount per year moving forwards. FD to confirm to PTA annual fee for the lease of 2 laptops
- II. Gardening equipment- Mrs Hoarty to email the PTA directly to confirm if gardening is for the whole school or a club. School to confirm number of gloves required and sizes required and number of trowels.
- III. Balance bikes- School to confirm if anymore are needed.
- IV. Atlases- School to provide invoice to PTA

## **2. Student Council Update**

- Student council/ Ethos Group have restarted recycling paper following storage changes.
- Red Nose Day- homelessness theme. PTA happy to purchase and provide Costco shortbread biscuits for the school council to decorate and sell. Donation suggested at £1.

### **Actions**

- I. Red Nose Day- CF to purchase Costco biscuits- 3 x 25. LD to look at gluten free/ dairy free version and red and white icing options.

## **3. Proposed Events & Dates 23/ 24**

- School disco- 19<sup>th</sup> April 2024 discussed
- Easter, Egg-strazaganza- Wednesday 27<sup>th</sup> March am 09:00 to 11:45. Activities discussed and location.
- Summer Fair- 19<sup>th</sup> July 2024 discussed. Year 6 to run some stalls. Leavers party confirmed at Gladstone Hall on 24<sup>th</sup> July 2024.
- Bank- discussed. Need at least 4 children.

### **Actions**

- I. PTA to check with Mr O if he can do 19<sup>th</sup> April for school disco
- II. PTA to decide timetable for Egg-strazaganza- before break and after.
- III. School to confirm 19<sup>th</sup> July for summer fair.
- IV. Bank- Needs to be decided if it is going to be done twice this year- dates to be confirmed. Need confirmation from Mr O when Year 6 can be involved. FD will look at making the process electronic- creating spreadsheet for the balance sheet. FD to discuss with Mrs Hoarty involving and training Year 4.

## **4. Date of next PTA meeting(s)**

TBC

## **5. Treasurer Update**

- Ongoing funding- £50 per class for Christmas, £100 for the bank.
- £5,000 in account after expenses have gone through.

## **6. 100 Club Update**

## **7. Any Other Business**

- SATS- 13<sup>th</sup> May 2024
- AT to give MR an Echo.