



Boxgrove Parent Teacher Association
Agenda for the PTA Meeting
Tuesday 2nd July 2024 – Meeting in Staff Room at 7.30pm

***Welcome Persons Present:**

Philip Harris (Co-Chair); Mary Chambers (staff); Louisa Furniss; Josh Andresen (Co-Chair); Alison Fitch (HeadTeacher); Marianne Webb; Claire Haslett; Nicholl Grove; Nick Griffiths

***Apologies for Absence**

Louisa Furniss, partial absence Pareesha Dos Santos

Meeting chaired by Josh Andresen

***ACTION points from last meeting**

- Transport survey outcomes - Alice (Leo's mum) is kindly putting together a cycle route. Plan is to meet with Julie in September to finalise details. May need to look into the possibility of a new bike shed, depending on new influx of children come September and if they also join the cycle route. The school have asked Alice to also look into insurance and we need to try to ensure that an adult is always cycling with their child and not that the child is sent to join the cycle group to get to and from school.
- Christmas cards/mugs – The templates have been ordered and will be delivered for September. Claire is managing this project and is bringing the deadline forward ahead of the company deadline so that parents have several chances to get their forms in before the company deadline. Claire will also set up new email so that questions and anything to do with the Christmas cards can be directed straight to that email.
- Outdoor structure: Funding all agreed; project to commence as per Chair report below
- Funds transfer to current account: Josh is going to look into when the 2-week window is to action the transfer. In the same sense, the plan is to find a way to simplify things with NatWest and try to only use online banking and not Bankline.
- Yearbooks update - QR Code slip with each yearbook to direct them to PTA events page in case they'd like to make a donation/contribution to the yearbooks costs. One more invoice to come in which Claire will send to Marianne. The Leavers yearbooks are such a special keepsake that the PTA have been helping to fund the full cost for since covid and the hope/plan is to continue to fund and only ask for voluntary contributions.

***Chair's Report**

- 2 sumup card readers failed. One new one bought (agreed by committee on WhatsApp 18 June 2024). At the meeting it was discussed that the New plan is to keep them all in cupboard in the office as cannot be kept in ncertain temperatures so the shed is no longer a possibility. PTA will label up the one machine that works best in Kent hall. Josh will order 2 more better versions and the rest will be discarded. For records sake/returns, PTA will keep the receipts within the box. Take photograph of the receipts and devices and save on the drive.
- Summer fair carried out successfully; many thanks to organisers and to the teams of supporting parents. Estimate of £7500 plus mufti money was raised as profit. Nicholl is to confirm once she has checked the final spreadsheet and expenses. Plan is to have a few new stalls for next year. A drill for the PTA has also been purchased (thank you to Philip) to help towards all fair set ups and equipment like the coconut shy.
- Outdoor classroom: approved (including rope and sign for entrance) for total of £16,055 minus £5,000 from grant.

***Feedback on Events**

- Summer fair (MW) – really successful with a great profit. The new online raffle made over £1400 on PTA events. Discussed how well it worked online, suggestion of paper tickets for Christmas fair and online for Summer but then it was felt this may confuse people. Idea brought forward that at each fair/event, have a IT

Help support type table where some members of staff use the school iPads to help people register onto PTA events and buy the raffle tickets while at the fairs.

- Lottery and fundraising thermometer – Philip updated last weekend. £27,000 currently. Amazing everyone!

***New/Upcoming Events/Initiatives**

- Summer auction next year - when to decide & whom to organise?
- Painting & prosecco - organisation next year?
- Claire & Becky to do discos

***Funding Requests**

- OPAL project - presentation and Q&A [A. Blakeway] for a Sand pit construction 30-40% through the project, reception children now joining larger playground area. We have a lot of areas but not enough stuff. Opal suggests 6 pieces per child.

Tyre companies – reach out to see if we can take tyres off their hands, donation perhaps as usually need to pay to get rid of, or if they will not donate perhaps we can advertise them on facebook page.

Quote from Winston Naidoo (parent of 3) £2850 for construction of sand pit.

Discussed combining a long jump but then decided to keep separate.

Nick suggested asking Winston to quote for long jump.

Spoke about some 'OPAL weekends' where families can come and help with OPAL construction. Worries regarding outside clubs/loss of money so would need to plan around that.

More OPAL items needed - £3163.24

All agreed should proceed.

***Dates for Diary**

To be added/confirmed

***AOB**

- Advertising of holiday camps - Mary Chambers agreed happy for us to advertise/promote other holiday clubs/camps as Groventures plans to be very different so the other clubs won't be direct competition.
- BPTA Email – Plan is to remove all the devices and reset which devices need access as well as keep the two-factor authentication. Josh will look into this.
- Staff survey – Alison discussed the staff have said they would like to refresh the playground markings.
- Events for next year – Marianne will email around crib sheet, all dates booked in.
- Summer auction – still to be decided
- Fund Matching – Looking into social media posts for parents to see if we can find out if their company offers charity fund matching and can donate to the school