



## **OAKFIELDS PARENT TEACHER ASSOCIATION MINUTES OF MEETING**

**Wednesday 6<sup>th</sup> March 2019**

### **Present:**

- Mrs Carroll – Headteacher
- Andrew Taplin – PTA Chair
- Kameel Mohammed - Treasurer
- Elizabeth Pridmore - Secretary
- Lisa-Marie Assenheim
- Henry Bennett
- Gurleen Nahr
- Amanda Tragen
- Chalene Eyles
- Nikki Cole

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### **The minutes from the previous meeting and a review of events past...**

Movie nights raised £110

Book sale went well and raised £146.45, all remaining books suitable for younger readers will be available to buy in the under 5's section at the summer fayre.

### **Upcoming Events:**

#### **Mothers Day**

Mother's Day Daffodil flower pots have been ordered and will be given out on the 29<sup>th</sup> March 19.

#### **Easter Egg Hunt**

Lisa-Marie and Liz gave update, Easter eggs have been purchased, just the allergy eggs and bags of Easter themed non-chocolate sweets to purchase. Easter egg hunt on the 9<sup>th</sup> April 19.

#### **School Ball**

Gurleen Nahr and Henry Bennett gave an update on the plans for the school ball.

The main priorities still being sponsors for tables, they have currently secured 5 sponsors and would like another 5. Raffle prizes being the other main priority.

Mrs Carroll had now discussed with both Gurleen and Henry what the school would be willing to offer as auction prizes, Henry relayed the following;

- Teachers will book a table for the evening
- Assistant P.E teacher for the day
- Front seats at the carol concert and prize giving
- A ride on Mr Andy's lawn mower cutting the grass on school field
- Reception T/A for the day
- Extra play time for the year group
- Grandparents afternoon tea with Mrs Carroll

Raffle prizes available so far;

- To create a memory plate

Henry and Gurleen stated that more raffle prizes were still required, other raffle prizes were suggested but nothing else yet agreed.

Henry and Gurleen stated they had agreed Ben Norris the comedian to attend for a 20 minute set and to run the auction. Peter Watt who organised the previous year's comedian recommended and helped to organise Ben Norris.

Photo booth booked, still deciding upon a possible professional photographer.

Tickets to be on sale as of the week beginning 18<sup>th</sup> March and all tickets and funds to be returned to Gurleen and Henry by the 10<sup>th</sup> May 19.

Finally, Henry and Mrs Carroll repeated that the money raised from the ball this year would go towards new play equipment to extend the existing climbing equipment on the school field. Mrs Carroll also agreed to see if she could allocate some funds to put towards this as the equipment was very expensive.

### **Summer Fayre**

Andrew Taplin explained that a separate meeting directly after the pta meeting would be held at the Huntsman for all those helping out with the organising of the Summer Fayre.

### **Purchases**

Purchase requests from the previous meeting were discussed, shelving for the basement and additional hairdryers.

Lisa Marie and Liz gave update on the shelving for the basement, this was now in place and basement organised.

Mrs Carroll explained there may be some technical and financial issues with the possible purchase of new hairdryers and she would continue to try and organise this but at this stage we would not be able to move forward on purchasing the dryers.

### **Further business discussed**

Mrs Carroll gave update on the mini bus, the school are currently trialling one supplied by Cognita to decide if the size is suitable before completing the purchase of one for the school. Mrs Carroll explained that there are a number of drivers now trained on using the mini bus but a bus with more seating would require extensive training and would limit the number of drivers available.

The mini bus has height restrictions on the front seats and a booster seat with a back would be required for some children to occupy those seats to fill its maximum capacity.

Lisa Marie suggested the PTA purchase the booster seats, this was agreed with Mrs Carroll and everyone in attendance.

Andrew Taplin gave update on his meeting with school council; he stated that they had decided they would like to spend the money raised from the bazaar on creating a 'Peace Garden' on the school field. This would be a place that children could relax, read and have some quiet time if they wished during playtime. They would be purchasing picnic benches, large bean bags and cushions.

Amanda Tragen suggested the PTA put some additional funds towards the Peace Garden to buy something to shade the area and to upgrade the items they want to buy to a better quality and longer lasting. Everyone in attendance agreed this would be a good idea.

Andrew also discussed the other idea the school council had been to run a tuck stall at break times, run by the children.

Mrs Carroll commented that this would be run as a possible business and enterprise idea but they are still looking into this suggestion as the allergy risks and exchanging of money could be a problem.

Amanda also requested that when the new library is finished the PTA possibly purchase some new display equipment for the books and some signs to make the library more inviting and book categories easier to find.

It was also agreed that we need to organise a format for providing information on how events are run, purchases, time scales etc in order to pass information on to other PTA members who may organise those events in the future.

Finally, Mrs Carroll agreed to Liz's request as discussed in previous PTA meetings of sending out a PTA newsletter. This would go out after each PTA meeting.