



William Hildyard Church of England  
Primary & Nursery School PTA

**Minutes of General Meeting**  
**Held on Tuesday 20<sup>th</sup> February 2024**  
**1.45pm at school**

Item	Action
<p><b>Present:</b> Kirsty Mitchell (Chair), Joanne Fowler (Secretary), Claire McLelland (arrived 7.40pm), Philippa Simpson, Joan Rear</p> <p><b>Apologies Received:</b> Amanda Vickers (Treasurer), Kim Smith</p>	
<p><b>Minutes of General Meeting held on Tuesday 9<sup>th</sup> January 2024:</b> Agreed as a true record of the meeting.</p>	
<p><b>Past Events:</b> None, as the disco was cancelled.</p>	
<p><b>Forthcoming Events:</b></p> <p><b>Mothering Sunday Gift Stall – Friday 8<sup>th</sup> March 2024</b> Helpers to arrive at 1pm. Joanne will send out letter. There is a lot of stock already. Possibly buy plants from Inside Out? Chocolates? (Joanne will look for some.) Warn classes who have the hall on Friday that the PTA may need to use the hall if it is raining.</p> <p><b>Bag2School Clothing Collection-Thursday 14<sup>th</sup> March</b> We may need the big piece of plastic from Joanne’s garage to cover the bags. Joanne to send out flyer and put posters on gates and in Hillbillyz.</p>	<p>Joanne</p> <p>Joanne</p>
<p><b>Future Events:</b></p> <p><b>Bake Sale – Friday 19<sup>th</sup> April 2024 at 3.15pm (TBC)</b> Check date with school. Letter needs to go out to parents to advertise and ask for donations of cakes Joanne to do. Specify <u>No Nuts</u>. Kirsty will ask the ‘Super Helpers’ group for help to sell the cakes. Joanne will put a sign up in the staffroom asking if any staff could help on the stall.</p> <p><b>AGM – This can only be held on Tuesday 23<sup>rd</sup> April at school if it can finish before 7pm, however after a lot of discussion it was decided that as most of the Committee would not be able to attend an early evening meeting, we should move the venue. Joanne will see if she can book the Green School for the closest date to the original date (possibly Monday 22<sup>nd</sup> April as Green School is already booked for 23<sup>rd</sup> according to their online calendar).</b></p> <p><b>Spring Fayre-Wednesday 22<sup>nd</sup> May 2024 from 3.30-4.30pm</b> Discuss at next meeting.</p> <p><b>Sport’s Day Refreshments – Friday 7<sup>th</sup> June 2024</b> Discuss at next meeting.</p> <p><b>Marvellous Men Gift Stall – Friday 14<sup>th</sup> June 2024</b> Discuss at next meeting.</p> <p><b>Bag2School Clothing Collection - Wednesday 10<sup>th</sup> July 2024</b></p>	<p>Joanne, Kirsty</p> <p>Joanne</p>

<p><b>Summer Raffle (Date TBC)</b> Discuss at next meeting.</p> <p><b>July Disco &amp; Y6 Leaver's Fish &amp; Chips-Thursday 18<sup>th</sup> July 2024</b> Joanne will organise fish and chips as she can check choices with Y6.</p> <p><b>Carnival Stall (Sunday 7<sup>th</sup> July? TBC)</b> Amanda and Kirsty will organise.</p> <p><b>Raft Race stall-Sunday 4<sup>th</sup> August</b> Amanda and Kirsty usually organise and run this and are happy to do so this year. Stall will cost £20 instead of being free this year, but it is still worth running this event.</p>	<p>Joanne</p> <p>Amanda &amp; Kirsty</p> <p>Amanda &amp; Kirsty</p>
<p><b>Other Matters:</b></p> <p><b>Mud Kitchen for Y1 &amp; Y2</b> Not purchased yet. The teachers are still investigating this. Philippa has not contacted Men in Sheds.</p> <p><b>PTA Newsletter</b> Kirsty will write a Spring newsletter nearer to Easter.</p> <p><b>Tea Towels</b> These can be put out on sale at the Bake Sale.</p> <p><b>Pre-Loved School Uniform</b> Amanda won some plastic drawers on a Facebook gifting page which can be used to store logo items in the Resource mobile. Philippa is currently storing and selling uniform from her home and has had several sales.</p> <p><b>PTA Facebook Charity pages</b>—Used occasionally. Amanda sold some pictures which school were getting rid of.</p> <p><b>Amazon Wish List</b> – Keep ticking over for now.</p> <p><b>Environment Area Update</b> Mrs Welch has offered to open the gate to the field one weekend on either a Saturday or a Sunday. The school itself will not be open. Joanne has contacted Ian Davies to ask him to suggest a date that he would be available to coordinate and when he comes up with a date, she will contact the Rotary Club, Forest School etc. to organise a working party.</p> <p><b>Wooden Play Equipment Storage Boxes</b> – Philippa has not done this yet.</p> <p><b>Staff Resource Requests</b> No requests have yet been requested by staff. Joanne will email them to remind them that there are funds available.</p>	<p>Philippa</p> <p>Kirsty</p> <p>Joanne</p> <p>Philippa</p> <p>Joanne</p>
<p><b>Treasurers Report: Accounts &amp; Expenditure:</b> Amanda, the treasurer, was unable to attend the meeting, so no financial statement was available at the meeting. She has subsequently sent the accounts through: Income: £3,219.34 Expenses: £1,240.78 Committed Expenditure: £900.00 Funds Available minus Committed Expenditure: £6,162.40</p>	

<b>Any Other Business:</b>  Although holding the previous PTA meeting during the day did not attract many new attendees, it was considered worthwhile to continue to hold meetings during the day occasionally, as holding meetings at different times gives a wider range of opportunities for parents to engage with the PTA.	
<b>Date &amp; Time of Next Meeting: Annual General Meeting. Time and venue to be arranged.</b>	
<b>Meeting closed</b> at 8.40pm.	