

**PTA Minutes 17<sup>th</sup> November 2021**

Attended by: Ruth Parker (RP), Nikki Ellis (NE), Laura Ives (LI), Tracy Roberts (TR), Nat Wright (NW), Samantha Mould (SM), Sara Claxton (SC)

Apologies from: Marianne Steadman (MS), Alex Coyle (AC), Susan Marshall (SM), Kerrie Cutler (KC), Helen Robinson (HR), Julie Battle (JB), Claire Moore (CM), Alison Gaynor (AG), Lesley Day (LD), Tammy Tywang (TT)

Item No.	Discussed	Person to Action
1.	Class Reps were confirmed as:  Reception = Samantha Mould, Rebecca Reynolds and Anna McCulloch C1 = Tammy Tywang and Kerrie Cutler C2 = Alison Gaynor and Nat Wright C3 = Tracy Roberts and Laura Ives C4 = Lesley Day and Marianne Steadman C5 = Julie Battle and Sara Claxton C6 = Helen Robinson and Kathryn Blythe	
2.	Funds raised since September 2021  Carleton Gala stall = £271.00 Fashion Show = £300.00 Preloved Uniform stall = 35.00 Beer festival = tbc Bonfire Sweet stall = £78.00 Carleton Craft fair = 200.00	
3.	<b>Upcoming Events:</b>	
3a.	<b>Movie Night: 29<sup>th</sup> November</b>	
	Email school to resend the info to parents	Laura Ives
	Finalise numbers and check for vegetarian, gluten free, allergies	Lesley Day
	Food shop: Hot dogs, buns, tom sauce, popcorn, orange and blackcurrant juice	Sara Claxton and Nikki Ellis
	Cook and distribute food at the event	Lesley Day and Tracy Briggs
3b.	<b>Christmas Hamper</b> , closing date for donations 6 <sup>th</sup> Dec, raffle draw 10 <sup>th</sup> December	
	Email school and ask for info to be resent to parents	Laura Ives
	Class reps to prep hampers between 6 <sup>th</sup> -10 <sup>th</sup> December. It was decided that any cardboard boxes would be wrapped in Christmas paper and, where possible, tissue paper/bows etc would be used instead of Cellophane to reduce plastic if at all possible. The items could be taken home and the hamper prepped or contact school to see if they will allow access.  Class Rep to hand winning hamper direct to winner if at all possible.	All Class Reps
3c.	<b>Christmas Party Day – Thurs 16<sup>th</sup> Dec</b>	
	School to organise party food.	
	Father Christmas to be arranged	Ruth Parker

	Santa costume can be supplied if needed by	Tracy Roberts
4.	<b>Future Fundraising Events</b>	
	<p>Monthly cake stalls starting from January.  Class reps to decide what they sell, eg, cakes or ice lollies, fruit bowls etc.  January – Class 6  February – Class 5  March – Class 4  April – Class 3  May – Class 2  June – Class 1  July – Reception</p> <p>It was suggested that a separate table be used to clearly identify products suitable for those with allergies</p>	Class Reps
	<p>Supermarket bag packing  Contact supermarkets and see when they might be taking bookings for this.</p>	Tracy Roberts
5.	Plastic reduction. It was proposed that it might be helpful to have designated person to consider and future plan alternative products and packaging to reduce the amount of plastic the PTA uses.	Ruth Parker to discuss with Kathryn Blythe
6.	<p>Student Council and PTA.  It was suggested that it might be nice to link in with the Student Council and see whether they would like to plan or fundraise a couple of events and they decide how the proceeds are raised and what they would like to see future PTA funds spent on.</p>	Ruth Parker to discuss with Alex Coyle
7.	<p>Spending funds.  Ideas for funds to be spent on were:  Ipad – potentially 1 per class so teachers can take photos etc  EYFS/Reception class storage, shelves, class play provisions  Sail Shade  Playground equipment</p>	Ruth Parker to discuss with Susan Marshall / Alex Coyle / Amanda Roberts
8.	<p>Willow sculpture maintenance.  Volunteers wanted to help maintain the willow sculptures in the playing field outside of school hours</p>	
9.	Date of next meeting: January 2022, after school with some Student Council reps	