

# Thriplow School PTA minutes

Meeting: 8pm on 25/3/2021 on Zoom

## Attendees:

Paul Joghee (Chair), Meghan Bonner (Deputy Chair), Dave Aston (Treasurer), Helen Joyce (Secretary), Lucy How, Jayne Pashley, Rebecca Wilkins, Kelly Austin, Michela Morleo, Rebecca Duncan.

## Apologies:

Chloe Jenkin, Karen Brogan.

## Welcome

PJ welcomed the attendees.

The committee approved the minutes from the previous meeting.

## Gift aid

DA confirmed that a recent gift aid claim was rejected as HRMC noted the trustees hadn't been updated. This has now been rectified and the claim has been resubmitted.

1. DA to confirm when the gift aid claim is complete.

## Reserves policy

The PTA committee agreed to the core committee members should review expenditure on a case by case basis to acknowledge the cash reserves in line with the policy. There will be particular attention in the ball year when there is more financial risk.

## Grant applications

MB gave an update, including the welcome news that a grant has been awarded from the Sawston fun run for 3 iPads. There are grant applications being considered, including £1000 with the Community Chest for a fence and gazebo and with MathsWorks for 10 laptops.

2. RW to discuss grant applications with the school including an application for the eco squad.

## Charity Commission update

PJ confirmed that HJ and DA are registered as trustees with the Charity Commission and former members have been removed. This completes the outstanding admin.

## PTA Policies and Procedures

MB has updated the policy and procedures document which provides an overview of the PTA in preparation to send out in the new parent packs.

3. MB to complete the final draft by Easter after receiving suggested edits.
4. PJ offered to join a zoom meeting with new parents to welcome them to the PTA.

## Cornerstone update

MB passed on the news of a generous donation to the Cornerstone project. An update on progress on the project is expected after Easter.

## School wish-list

LH confirmed the school is in a good position without immediate need for IT equipment, but there is a request for PTA support to buy new books for the reading scheme.

5. The PTA committee agreed a contribution of £350 to the reading scheme.

### **Clean-up days**

MB confirmed some jobs postponed due to the lockdown will be completed over Easter. Painting the Butterflies classroom and potentially another classrooms was suggested for the Summer holiday. LH came with a list of suggested jobs, including drain clearing (near the Ants classroom) and gardening.

6. The PTA agreed a suggested a donation to Ladybird of £20 to contribute to the water and electricity bill. For practical reasons it make sense to use their utilities for the jet washing.
7. MB will compile the jobs and convening volunteers, many coming forward in the meeting.

### **Thriplow ball update**

PJ has contacted the marquee company who are happy to move the booking to 2022 but a date is yet to be confirmed. He is also in contact with the catering company. Volunteers for the events team would be extremely welcome, though the PTA discussed there is no urgency to convene this team yet.

8. JP and KA kindly agreed to join the events team, which is a great boost to the events team!

### **Fundraising events**

The art competition raised £159 (after the cost of the prizes) with an additional £35 in gift aid. There is an Easter egg hunt challenge planned for the Easter holiday as a PTA fundraiser.

### **Staff thank you gifts**

LH relayed huge thanks and appreciation from all the staff who received a gift. 26 gifts were given out to all the school staff. Thanks to all those who contributed and arranged the gifts.

### **Auction prizes**

The prizes donated by businesses have lapsed.

9. PJ will approach the same businesses when we are able to run another auction.

### **AOB**

10. KA suggested and offered support to run a dance event as a fundraiser in the future, the details to be discussed.

### **Date of next meeting**

20<sup>th</sup> May 2021 at 8pm on Zoom