**Minutes of the Lacon Childe PTA meeting**

**Monday 5th June 2023 at Lacon Childe School**

**Attending**: Lucy Bunten, Sarah Price, Rachel Datlen, Rachel Croxton-Broome, Kris Wood, Emma Hennessey, Noah Turner

**Apologies:** Sharon Wakeman, Sarah Westmacott.

**2. Department funding requests**

* £8,174.11 has been spent of the money allocated and there is £2,774.79 remaining to be spent.
* RCB had emailed to remind staff that funds needed to be claimed by end June. Kris is progressing Rewards and Recognition, Laura had done another large Book Club order, PE badminton equipment had been delivered, but PE mats were waiting to be returned, so the claim for funds will come when that has been concluded.
* **POST MEETING NOTE:** Kara Guise had requested an extension to next school year for the Drug Awareness training. PTA had agreed to this and offered possibility of more funding for this if needed.

**3. Treasurer’s Update**

* There was £5,508 in the bank account although there are some bills to pay to Iris Pay and school funding requests so that will reduce to £4,586.23.
* Lucy will progress the bank account signatures form this week. Sharon, Sarah and Tracey will be removed, but not until the new signatures are added. Rachel CB, Kara Guise and Rachel Datlen will be added as they all have children at the school. Online access will be done after the signatures are sorted.

**ACTION: Lucy to download form to change signatures and circulate this for signing.**

**4. Forthcoming Events**

* Bags to School had been positive, thanks to Sarah P for managing the pick-up.
* Cleobury Festival – 24th June. As Julie has had to pull out, all agreed that this is not now viable to do. Rache will email the organisers to confirm.

Summer Fete - Thursday 13th July. Teachers had been asked to plan their activities, GKY dance troupe and Fire Service had been confirmed. Laura is happy to do the Twitter feed leading up to the event and Sarah the FB posts if she is not away. Promotion will be done in the primary school newsletters and neighbouring Parishes. Rachel CB offered to source the stock for the bar through the Sports and Social Club as this would be easier and she and Kara offered to run the bar between them. The rest of PTA will concentrate on the second-hand uniform stall. Uniform can be dropped at the Wash House and PTA will meet up the day before the event to sort and display the uniform. Ideas for food providers include: Beefy Boys, The Village Fish and Chips, pizza (although slow, so need at least 2 other providers), Riverside Café, Bewdley, Cleobury Café, Alfie’s Kitchen. It was agreed that we charge a pitch fee of £50 up front and the ask for 10% of profits at the end of the event. That way, if they bail on the day due to bad weather etc, at least we have had our £50.

**ACTION: Rache to contact potential food providers ASAP.**

* Bike Show - Sunday 10th September. Lucy and Sarah P had progressed the website hosting payment, so this is now up and running again. Sharon would ideally like to step back from the catering organising this year but is happy to help out on the day.

**POST MEETING NOTE: Sarah W has offered to take on the Bike Show catering lead this year and will liaise with Sharon, THANK YOU Sarah!**

Steve Todd had circulated posters at the recent Wistanstow Bike Show. Rache had updated the Bike Show exhibitors spreadsheet and sent to Lucy.

**ACTION: Lucy to send exhibitors an example of a good entry form to encourage more detailed descriptions of bikes.**

A ore detailed Bike Show meeting will be held immediately after the next PTA meeting and Steve Todd and Jim Reynolds will be invited.

**5 Lottery**

* It was reconfirmed that students could encourage people to sign up to the lottery and we could run a competition for the student who signs up the most people. This would be done in the autumn term up to Half Term.

**6 PTA Recruitment**

* Year 6 intake parents evening on Monday 3rd July would be an opportunity to do refreshments and recruit - Rache, Lucy and Sarah W would be available to do this.
* Sarah P had designed and produced an excellent recruitment banner.

**7. AOB**

**8. Date of Next Meeting** Monday 10th July at 5:30pm at Lacon Childe School, followed by a Bike Show meeting at 6:15pm.