

**Meeting**  
**held remotely via Zoom**  
**on Monday 7<sup>th</sup> June 2021**  
**at 7.00pm**



## MINUTES

**Present:** Sharon Wakeman (Chair), Zoe Baggott, Tracey Clinton, Hannah Coleman (Minutes) and Darren Reynolds.

**Apologies:** Apologies had been received from Rachel Datlen and Sarah Price.

**1. Minutes of the meeting held on 12<sup>th</sup> April 2021**

The minutes were agreed remotely and would be signed when feasible to do so.

**2. Matters arising**

- a) There would be a page dedicated to the work of the PTA in the next school newsletter. This was an excellent opportunity to celebrate fundraising achievements, encourage new members and promote the Bike Show and lottery. The newsletter was due to go out in the next two weeks. It was also going to be sent to Year 6 families.

**ACTION** All to send relevant news, links and promotion materials to Darren in the next week.

**3. Treasurer's Report**

- a) The bank balance stood at £3,759.24. This included £114.00 from the last Bags2School collection, £66.81 from Easy Fundraising and £128.20 from the first Your School Lottery payment.

**4. Feedback on events**

- a) The Bags2School collection took place on 21<sup>st</sup> May 2021. It was now run by a new company and the bag contents were checked prior to being weighed onsite. Rachel had kindly disposed of the rejected items.

**ACTION** Tracy to be asked to check the items allowed and circulate the list with the next collection date.

**5. Forthcoming events**

- a) The Year 11 Celebration Party was still due to go ahead on 24<sup>th</sup> June 2021. There would be restrictions in place and it would be low key compared to previous events. It was agreed that the PTA would run the bar and serve mocktails.
- b) The Awards Ceremony in July was also planned to go ahead, but it would be students and staff only. The PTA would not be required on this occasion.
- c) The organisers for the Bike Show on 12<sup>th</sup> September 2021 had met for their first meeting and progress was on track.

A potential speaker had been approached to open the show and they had asked for £100. There had been savings this year due to online applications ie no printing or postage. It was agreed to pay the speaker, subject to checking terms should the event need to be cancelled due to Covid-19.

There was a good schedule and guide in place which covered all aspects of organising the event, ready for a new person to take on. It would also be appropriate to have a second person to take on the catering element of the show. Some of the spouses and partners of the exhibitors had offered to help with catering on the day.

There was a query on whether tickets could be purchased online. This would definitely be an option for the future, but not this year due to the continuing uncertainty.

- d) Any further discussion on the proposed quiz and drinks bar to be held in the autumn term was postponed for now.

#### **6. Lacon School Lottery**

- a) There were currently 93 tickets from 55 supporters (down from 102 tickets and 58 supporters last month). To date, there had been 8 draws raising £290.40, and one supporter had kindly donated their winnings back to the school. With current ticket numbers, the projected annual income stood at £1,934.
- b) Your School Lottery published all winners weekly on their website and social media platforms, title and surname initial only.

#### **7. School Hall Project**

- a) There were no further project updates.
- b) There was no update on the Crowdfunding page at this time.

#### **8. PTA recruitment**

- a) The Bike Show lead and other roles would be covered as part of the PTA page in the next newsletter.
- b) Social events in person in school were still unlikely due to the restrictions.

#### **9. AOB**

- a) There was no AOB.

#### **10. Date and time of next meeting**

The next meeting was scheduled for Monday 12<sup>th</sup> July 2021 at 7.30pm via Zoom.

The meeting closed at 7.48pm.

Signed:

Date: