	PTA Meeting **07.10.2026, 5:30pm**	
Present	Corinna, Sarah, Saonia, Anna, Suzie, Nicole, Becca, Rebeccas, Vanessa, Kelly, Kirsty, Carl, Ali, Paul, Sash (online) Emma	
Apologies	Melanie, Casey, Marie, Andy, Saika	
	Points to discuss	**Meeting Minutes**
Meeting Set Up	• Introductions • Contracting • Core Purpose	Introductions were made. KN explained purpose of contracting/how we were going to work together Purpose of PTA – adding value/enhances existing resources, investing in our children's future, believes in power of PTA, funding, confidence building, getting more parents involved, making friends How? – no time commitment, sharing the workload, meeting away from larger meetings, mutual trust, in person – connection, discretion/confidentiality, opportunity to sign in – offering hybrid, WhatsAPP group, vision for ongoing recruitment. ACTION – Boundaries/timings to be agreed for WhatsAPP group
Previous Actions	1. SA to book DJ Dan Blaze for discos – 3rd Dec and 11th March 2. JE to move Parentkind banner 3. PTA Banner for events/notices to be looked into 4. 9th July – rising 5 – PTA to attend 2:30pm and 4:30pm 5. Volunteers for Summer Fayre to be assigned roles and sent emails once confirmed 6. MT to draw map for fayre and stalls 7. Look for photos of what the PTA have funded/purchased 8. School website PTA page to be updated once provider changed – minutes, fundraising total etc	1. COMPLETED 2. KN to action – carry forward 3. SA seeking quotes – carry forward 4. COMPLETED 5. COMPLETED 6. COMPLETED 7. KN to ask GY – carry forward 8. KN – website changes – to action in the next month and send to AG – carry forward

	9. PayPal balance of £198.92 to be transferred to bank account 10. Face to face sales to be arranged for tokens and raffle tickets in the week of the fayre 11. SA to give AC access to the spreadsheet 12. SA to obtain liability insurance details from external stallholders 13. SA to complete draft risk assessment and send to MT/KN for review and updates 14. SG to make wheel of fortune	9. COMPLETED 10. COMPLETED 11. COMPLETED 12. COMPLETED 13. COMPLETED 14. COMPLETED
Fayre Debrief	• Final Profit • Positives • Learns	Approx £2700 Number of children not picked up decreased Heat – tombola – melting items – <u>bottles/toiletries only</u> <u>ACTIONS</u> 1. SH to contact Wayne- re: tokens next year and book him for fayre – COMPLETED 2. SA/SH to contact Carts4U – re tokens/cash for next year 3. CW to ensure profit correct - Wayne's tokens/cash
Finance Update	• Account balance • Funding Requests	£4430 in the bank Request made for Reading RoadMap Resources - £3300 – agreed that school would fund this Annual Return to Charity Commission completed – thank you Carl Lotto licence purchased – thank you Carl <u>ACTIONS</u> 1. School to order Reading Roadmap and charge PTA
Winter Disco	• Pricing • Ticket Sales • Food/Drink	Ticket prices £7.50 8.10 – sold 18 so far <u>ACTIONS</u>

		1. Wristbands, Facepaint and Paper cups to be purchased – CW 2. Food to be finalised – for buffet – SA/SH/SM 3. AG to pin Dojo Posts for Winter Disco
Events	Agreed dates: • 9th October – Tuck Shop • 6th Nov – Tuck Shop • 3rd Dec – Winter Disco • 4th Dec – Tuck Shop • 13th Jan.- PTA AGM • 22nd Jan – Break the Uniform Rules Day • 11th Mar – Spring Disco • 28th May – MUFTI – money tree donations • 1st July – MUFTI – tombola donations • 2nd July - Summer Fayre Event suggestions? Christmas Jumper Day – collecting food for foodbank – school to organise Ghana Mufti Day – school to organise	ACTIONS 1. Review what is in cupboard and restock for November Tuck Shop –SH/SM 2. Bank monies from tuck shop – SH/CW 3. Neurodivergence/Wellbeing day – SPring 2027 – KN/SH/SA to discuss how this could work - carried forward to next meeting Discussion had on PTA AGM and how this would work with all Core Members stepping down. 60th Anniversary of school discussed – school to take lead and PTA to support where necessary. Mindfulness/Wellbeing/Neurodivergence day in Spring term?
AOB	• Year 6 Leavers • Easyfundraising/Bucks Lottery • Documents needed	ACTIONS 1. Y6 parents to meet and put together a proposal for next meeting 2. Easyfundraising/Bucks Lottery – AG to send link to KN for Herald/Class Dojo. 3. Sasha – ID documents to MT 4. Rebecca - Volunteer Application form to be completed

Date of Next meeting – Wednesday 11th November at 5:30pm