

PTA Meeting

24th February - 7.30-9.15pm

United Free Church, Wallwood Road, Leytonstone

Minutes: Lisa Greenwood

Attendees: Carrie-Anne Hall (CaH) - Chair, Caroline Hanks (CH) - Secretary, Lisa Greenwood - Co-Vice Chair, Suki Elwood, Korina Gerolazou (KG), Nicola McEwen (NMcE), Vanessa Mulholland (VM) - Treasurer, Eve Abena – Co-Vice Chair, Ruth Doak (RD) – Deputy Head, Ben Corken (Uniforms), Cleo Ovenden-Hodges

Apologies: Stephanie Pamment, Charly Hutson, Toni Moore, Sarah Craner

Agenda Item	Action
<p>1. GENERAL NEWS IN BRIEF</p> <p>Minutes approved from last meeting</p> <p>Bags2School raised £80</p> <p>Uniforms: Uniforms and book bags have arrived, being sold by BC on Thursdays. CaH also commented that online ordering via Tesco will soon be possible</p> <p>John Lewis Community Matters: This has raised a fantastic £983.33. The PTA agreed that this should be received as a cheque</p>	<p>CH to confirm with John Lewis</p>
<p>2. UPDATE FROM GARDEN SUBCOMMITTEE (VM)</p> <p>VM reported back on discussions between the subcommittee, Simon Craner, and Carmela, a local community gardener. Whilst large projects can be planned for the future, it would be good to get started on smaller projects - things like trowels and planters are required to get things started. Simon to suggest a figure; PTA happy to sign off on up to £500.</p> <p>The East London Business Association are happy to supply people to help sort out the garden, including the fencing off of the pond.</p> <p>RD commented that architectural proposals for an extra building would still keep space for a garden. Carmela to project manage the garden work.</p>	<p>VM to feed back figure required once Simon has confirmed</p>
<p>3. MOTHERS' DAY GIFT SHOP - 4TH MARCH</p> <p>NMcE advised all in hand, however, more money (approx £200) required to make sure that there are enough gifts</p> <p>Stationery and wrapping paper all purchased, and will be pre-cut</p> <p>3rd March - presents delivered to school during the day; set-up from 4.30pm</p>	<p>VM and NMcE to finish the gift shopping</p> <p>CH to email all volunteers with information about the day</p>
<p>4. EASTER BONNET FUN DAY - 23RD MARCH</p> <p>We almost have enough people for this event. A few more people need to be asked, and generally more people help on the day. People needed to organise the tombola on Friday 18th of March.</p> <p>18th March will be a non-uniform day, with children bringing in eggs, to be collected and stored until the day.</p>	<p>BC / KG / CAH to do egg collection</p> <p>RD to confirm where eggs will be stored</p>

<p>Suggestions for activities: cakes / drinks / egg hunt / crafts / Name the bunny / Choc tombola / glitter tattoos / parade</p> <p>5. FILM CLUB</p> <p>VM fed back about arrangements for upcoming film clubs: Years 3 & 4 - April Years 5 & 6 - June</p> <p>The films are yet to be decided but could tie in with curriculum subject areas, eg volcanoes, rainforests, pirates for yrs 3/4; London, France, science for yrs 5/6</p> <p>Tickets will be by ballot, as previously</p> <p>It is hoped that there will be a regular film club next year.</p>	
<p>6. SUMMER FETE – 25th JUNE</p> <p>KG put together a detailed document outlining all tasks required for the Summer Fete to take place. This document will be circulated for people to take ownership of various sections. CH also preparing a document outlining requirements for the raffle.</p> <p>ACTION: CH to circulate document with the minutes</p>	<p>CH to circulate document with the minutes</p>

DATE OF NEXT MEETING: WEDNESDAY 16TH MARCH