**HDPS PTA Committee Meeting Minutes**

**Friday 27 September 2019 10am**

**Upper School Library**

**Welcome and apologise**

Shani Ellis, Karen Barlow, Paula Lansley, Anna Jago, Jeni Kench, Seyan Duman, Amanda Pawson, Karen Britton.

New committee members: Clair Brown, Katy Dudley, Kelly Malynn & Rachel Bowley

Apologise: Aysen Cosar, Rachel Harris

Great to see new faces at the meeting. Officers in place with the exception of Secretary which is a necessary role so needs to be filled ASAP.

**Upcoming Events (person leading)**

Music Quiz 4/10 (Shani) 36 tickets sold so far with teachers also coming. Ken (quiz master) arriving at 6.30, Shani to be there. Steve (caretaker) will get tables and chairs out. Very little else to set up. Raffle to be held, tickets sold on the night, drawn at end by Ken and game of Heads and Tails in the interval, PTA to collect money £1 pp and Ken to host

Open Mornings 9/10, 8/11, 12/11 &25/11 (Rachel Harris) Some parents already been asked by Helen Uppham to speak to prospective parents on behalf of the school. 2 PTA members needed at each event to host refreshments.

Returners/School Disco (Shani Ellis) PTA able to attend Shani, Karen Britton, Anna, Clair

Harvest Festival refreshments 17/10 – Jeni agrees to lead. Amanda and Karen Barlow to help. All proceeds to PTA

**Fireworks 09/11 (Paula)**

Paula ran through the advertising proposal. Banners and estate agent boards to be provided by Proctors. It was agreed Leaflets and programs were unnecessary and a waste of paper and made no money. Social Media will be heavily used. Cost price has increased so ticket prices to increase. Still offering a discount to tickets brought in advance so families at the school benefit from 10% discount. Couple of jobs allocated; Katy to organise toilets and Seyan to organise rota using names provided by class reps

Class Reps – a list of known class reps was started and will need collating.

**New Ideas**

This year we need to work smarter, come up with new ideas and switch to eco friendly supplies

A big event for Spring Term (possibly open air cinema **Kelly to research**) would mean a good balance of big events across the 3 terms as we have Autumn - Fireworks, Summer alternatively Summer Fair and Circus.

Gifts Aid - we need to look at this as an option, **Amanda will research**

Grants – another area that needs research. Specifically Grants for Coding very popular at the moment. **Volunteer required**

Raffle Prizes – a co ordinator contacting Companies and getting some big prizes would be brilliant. No one volunteers at meeting but afterwards Karen Parr (Year 6 mum) agrees to take on this role. Clair advises she is able to supply 2 x business class BA European Flights. This could be our first prize in a Christmas raffle.

**Eco Matters**

Kay Phillips who looks after the small garden area was present at the meeting and advised that Eco Warriors and Mrs Bhatia Concas keen to create a sustainable garden. Potentially Grant Funded?

Replacing single use plastic cups with compostable alternative **Kelly to research**

Textile recycling – **Jeni to book in collections for whole year.**

Introduce an Ink cartridge and mobile phone recycling service. **Shani organising**

**Funding requests**

Alison Price Haworth will email Shani a request for wet weather coveralls for Moon Class children.

**Any other business**

A suggestion box in Reception to benefit PTA and school, “You said…We listened” sort of thing.

Can we use Contact Books to reach Parents/Carers or will this increase the use of paper?