



**Boxgrove Parent Teacher Association
Minutes for the PTA Meeting
22 November 2024 (Buzz Room) at 9:00am**

***Welcome Persons Present:**

Josh Andresen (Chair); Claire Haslett (Events); Nicholl Grove (Events); Niels Brouwer; Fleur Krekel; Rebecca Fitch (Head Teacher); Bethan Moore; Michelle Anderson; Pareesha Dos Santos (Secretary); Emma Perry

***Apologies for Absence:**

Nick Griffiths (Media Secretary), Louisa Furniss (Treasurer)

Meeting chaired by: Josh Andresen

***Election of Members**

Co-Chair 2 – Niels Brouwer-Josh nominated & Nicholl seconded – approved by acclamation

Treasurer – Fleur Krekel nominated-Josh nominated & Claire seconded – approved by acclamation

***ACTION points from last meeting**

- Circulate PTA policies and send around for committee to review independently (JA). Done with following points of feedback:
 - Nick: make sure links in the policy document are still current.
- Turn off 2-factor authentication and send password around to all PTA committee (JA). Done, but approval still required for new members for first-time sign on.
- Future PTA meeting dates need to be scheduled with Julie (JA). Done except 9 May (Friday) – 9.15am needs to be rescheduled and room assignments needed for 11 March and 1 July 2025. → try for 7 th May right after dropoff—8:45am
- Bank cards – require debit cards for Nichol and Claire (JA). Process in process.
 - →Call Natwest, Claire not getting reset emails

***Chair's Report**

- Move Friday morning, 9 May 2025 PTA meeting to different day so that Alison Fitch can attend.
- Renew push for co-Secretary position
- First Aid: we need at least one trained first aider at every event we run (or at least coverage over the course of every event by a group of trained first aiders)
 - Will send announcement out to class reps for anyone to possibly join the training on the 2nd of Dec.
 - Julie Sharp is contacting St John's Ambulance to find out rate for 3 hour event
 - →class reps about Dec 2 training and ask about who's already trained; explaining context that we need a trained first aider for every event
- Christmas Fair
 - MC'ing: need someone beyond Becky and Alison because neither are able to attend whole event.
 - Is Iver doing the lock up at the end of the Christmas fair?
 - C & N have keys and codes—will call Iver if needed
- PTA Email account supervision needed. Niels will take over
- Helen Stanley, the school fundraiser, has offered to work with BPTA to help access corporate funding/matching, etc.
 - → Yes we'll meet with her – Becky to organize
- Niels idea of a PTA stand at Events
- Funds/Treasury
 - Need to set up Year 6 Leaver's account at Natwest → sort with Nicholl
 - Adding Niels, Fleur, Claire, and Nicholl to Natwest account—in process
 - Balance of Outdoor canopy has been paid off

- Matching funds (£1000) from Garminder Hussain (via) Charities Trust received
 - Need to recognize her → Let Julie Sharp know
 - → Nicholl through Bevity
 - She'd also like to know how the funds are spent
- Approx. £1875 pledged in September 2024 not yet paid out
- Net balance remaining: approx. £18,350 (£11,762 of which is in the 95-day account)
- Discussion of moving BPTA accounts from Natwest to the Co-operative bank
 - Note that *recent* Natwest transactions have gone smoothly.

*Feedback on Events

- Fun Run (CH/NG) → £1151 raised
 - Possibly change to Sat afternoon—after lunch
 - Possibly link with Sports week in May
- Christ cards £1295 ***Need to find someone for next year

*New Events/Initiatives

*Funding Requests

- £300 per year group for small projects either for individual class rooms or collectively--**Approved**
- ~£700 for fun run incentive badges (David Woodcock and Mr. Killick)—**Waiting on detailed proposal**
 - Looking into possible connection to House points
- From last time: Ipad trolley – one each year (approx. 9,000). Alison to check the exact amount and send official funding request.
 - When would school need funds for this? **Becky to look into this**

*Dates for Diary

22 November – Merry Mug Mufti
 29 November – Tombola Mufti
 30 November – Christmas Fair
 21 January - School Disco
 23 January - School Disco
 28 January (Tuesday) – 7.30pm PTA Meeting (Buzz room)
 7 February – Painting & Prosecco
 3 March – Pancake Flip (Yr1 only)
 4 March – Pancake Flip
 11 March (Tuesday) – 7.30pm PTA Meeting (Room tba)
 22 March – Quiz Night
 7 May (Wednesday) – 8.45am PTA Meeting (Room tba)—Date tbc
 7 June – Summer Fair Bottle Mufti
 21 June – Summer Fair
 1 July (Tuesday) – 7.30pm PTA Meeting (Room tba)
 11 July – Family BBQ

*AOB

- → **House points for volunteering at event – let's renew this**
- Bethan—cycling to school
 - Starting Bike Bus: children and parents cycling together to school
 - Pack from Cycling UK
- Seymours – asking to sponsor Christmas fair
 - Already have sponsors (Pewleys) with no quid pro quo

Action points from current meeting:

- Study bugs announcement Secretary-Pareesha to Becky→possibly done if Michelle is stepping in
- Reinstate house points for volunteering at events (Claire and Nicholl)
- Follow up on adding members to Natwest account (Josh)
- Follow up on getting cards for Claire and Nicholl (Josh)
- Need to find someone to do Christmas cards next year (Claire)
- Set up meeting with Helen Stanley on Fundraising (Josh)
- Coordinate with Julie about First Aider coverage at future events (Josh)
- Confirm date & time of May PTA meeting (7 May, 8:45am) (Josh)
- Confirm rooms for remaining 11 March and 1 July 2025 PTA meetings (Josh)