

**Priorsford Primary PTA**

**Minutes from meeting**

**19th September 2023**

**In attendance:** Sarah Dixon, Gillian Williamson, Annette Ferguson, Claire Crombie, Lynsey Rennie, June-Anne Clark, Lucy Gardner Roberts

**Apologies**: Sam Barker

**AGM**

* All members stepped down from their current roles.
* The three co-chairs all agreed to take up their positions for the next school year. They was nominated by GW and seconded by CC.
* Annette agreed to continue doing the role of treasurer and was nominated by SD and seconded by LR.
* Claire has agreed to take on the role of secretary. This was nominated by AF and seconded by SD.

**Summary of recent spend**

* AF gave a detailed breakdown of the finances of the PTA highlighting the spend and money received over the course of the last school year. The largest earners were the Christmas Fayre, Summer Fayre and two discos.
* Matched funding was a significant part of our income over the last number of years. The majority of this came from Connie Flynn who has now moved onto the high school. Would be good to replace this income. Need to advertise matched funding again, how it works and who is eligible.
* The lottery is ticking along ok, but we will have to watch as there are certain rules when running a lottery, but we are currently above that threshold.
* A large chunk of the money made was spent on smart boards and the infant playground.
* The bank balance is currently sitting at £17,748.
* Still to pay for is £1,500 for soft start and the PTA are meeting half the costs of swimming lessons.

**Plans for fundraising 2023/24**

* Tea towel designs are under way, just one more class set of pictures to come back. Order forms home before the October holidays
* Christmas Cards will be done week after October holidays.
* Autumn disco, tickets on sale. Date confirmed, DJ booked. Different split of age groups this time around to keep numbers more even. Trying a no marks rule this year.
* Christmas fayre, date confirmed for Thursday 30th November. Prizes for raffle started to be collected.
* New ideas: beetle drive, family bingo, race night (this is a possibility for spring 2024 organised by Mr Mac)

**New PTA Volunteer drive**

* Need to utilise the WhatsApp group more for asking for help
* Consider sub groups in WhatsApp to not clog up main volunteers page
* Advertise WhatsApp group through each year group Facebook group.

**Book fair/parents night**

* Consider finding a different way to ask for volunteers to run this. The PTA have a hard enough time as it is finding volunteers and adding this to this list drains the help for other tasks.

**School wish list**

* Nature garden
* Sound system. Costing done before, resurrect this. Follow up with Mr Russell.
* Quarry extending, needs tree surgeon, landscaper for overhanging trees.
* Bug hotel for Mr C’s class, Graham Brunton looked into this. Maybe PPS50
* The kitchen is no longer able to provide fruit for children who have forgotten snack. Currently coming out of school budget. Is this something PTA could help with. Consider Tesco blue tokens?

**AOB**

* Second hand uniforms. This had all been beautifully organised and tamed by two parents. Subsequently not kept going and has fallen into disrepair again. Is there anyone, or group of people that could take this on. Kingsland seem to have a one hour a day type system and also include things like Christmas jumpers and Halloween costumes. Also consider beaver/cub/rainbow/brownie uniforms as well.
* Could part of this job fall to P7’s. i.e. returning named items

**Next meeting** – Tuesday 23rd January 2024.