



PTA Meeting Minutes

Monday February 3rd, 2026, 8pm via Teams

1. Welcome and introductions
2. Apologies & approval of last meetings minutes
3. Matters arising from the last meeting
4. Monies raised since September
5. Update on school pledges previously agreed
6. Upcoming events inc. Mother's/Father's Day. Non-uniform days. Disco. Summer fayre
7. New pledges
8. Additional pledges
9. Fireworks update
10. AoB
11. Date/time for next meeting
12. End of meeting

Present:

- Kieyle Mitchell (KM) – Co-Chair and Parent
- Carrie-Ann Swinger (C-AS)– Co-Chair and Parent
- Sammy Bird (SB) – Vice Chair and Parent
- Claire Bull (CB) – Secretary and Parent
- Rosey Francis (RF) – Treasurer and Parent
- Darryl Crawley (DC)- Headteacher
- Veronique Tyler (VT) – Parent
- Rachel Breame (RB) – Parent
- Hannah Wynn (HW) - Parent
- Chelsea Loader (CL) - Parent
- Alex Flack (AF) - Parent
- Emma Chivers (EC) - Parent

1. Welcome & Introductions

Everyone welcomed by KM who opened the meeting

2. Apologies – none. Approval of last minutes – KM signed off.

3. Matters arising from last meeting

➤ Opal Project

- DC confirmed four teachers are now leading the Opal project.
- Preparation is well underway, with plans to launch after half term.

- Storage requirements were discussed, including sheds and options for one large or several smaller units.
- It was agreed storage solutions need further consideration to balance accessibility and space.

➤ **Amazon Wishlist**

- The Wishlist was created over the summer holidays; a small number of items have been purchased.
- It was agreed the wish list requires updating and better promotion.

Actions

- **KM** to send the Wishlist link to **DC**.
- **DC** to share the link via Dojo, the website, and the newsletter once updated.
- PTA to review and prioritise items on the list.
- Teachers to be asked if they wish to add items.
- Items to be labelled by year group where possible for clarity.

➤ **Party Packs**

- £10 hire fee, £5 refundable deposit, booking form required.
- HW has taken over responsibility for party packs; an initial message was sent out last week.
- Agreed to promote more widely and regularly.

Actions

- Poster to be produced for the noticeboard and newsletter.
- Wider promotion agreed (local shops, scout hut, parish council, Facebook).
- **VT** to speak to Vicki regarding Orpen bookings.
- **RB** to check with HW regarding Facebook promotion (as is her details).

4. Monies Raised Since September

- Fireworks: £21,000
- Hollyberry: £3,600
- Elfridges: approximately £1,000
- Innovation Centre Grant: £5,000
- Christmas Cards: £500+
- Challenge 25: £750
- Quiz Night: £540

Current balance: approximately £28,000 available to spend on school initiatives.

5. Update on school pledges previously agreed

- Opal project: £10,000 pledged.
- £100 per class teacher for reading corners.
- Year 1 continuous provision: £1,000.
- PE equipment upgrade.
- Most paperwork is complete; remaining grants are in progress.

6. Upcoming Events

- Inclusive Mother's/Father's Day events planned (final wording TBC).

- Non-uniform days to continue – RB leading.
- Disco postponed from Feb – looking for a new date.
 - **Action:** CB to discuss with CL idea of an external company coming in although budget is an issue.
- Summer Fayre scheduled for **3rd July 2026** – additional volunteers required.
- RB offered to lead summer ice-cream sales (“Frozen Fridays”).

7. New Pledges

Interactive Whiteboards

It was noted that existing interactive whiteboards are no longer functioning reliably. Teachers use SMART software for lesson planning and delivery, and replacement was discussed. The preferred option is 75-inch SMART boards, particularly for KS2. The proposal includes 14 classroom boards and one additional board for the main hall (15 total), with an estimated total cost of approximately £36,000.

Options discussed included a phased replacement programme versus a full purchase to secure potential discounts. Installation costs and reuse of existing mounts are to be explored further. Grant funding and sponsorship opportunities were discussed but may be limited.

KM clarified that pledges can be agreed with a timescale for fundraising. A vote was held and the proposal was **approved unanimously**.

- Proposal to replace interactive whiteboards across classrooms and the main hall.
- Discussion covered costs, sizing, installation, and whether to replace all at once or in phases.
- Total estimated cost discussed at approximately £36,000.
- DC to seek further quotes and potential discounts.

Action

- DC to follow up with suppliers regarding quotes, installation, and discounts.

8. Additional Pledges

- **Laptop for the Hall (Mrs White):** Deferred until decisions on whiteboards are finalised.
- **Visualisers (Mr Hazard):** £550 for 11 units – **approved**.
- **RE Subscription (Mr Turver):** £90 annual subscription for one year to be reviewed after 12 months – **approved**.
- **STEM Science Visit for a day to benefit all classes (Mrs Hodgson):** £610 total – **approved**.
- **EYFS/KS1 CVC Word Books (Mrs Martin):** £155 – **approved**.

9. Fireworks update

- Proposal to separate from the PTA and re-form as a separate incorporated charity.
- Agreed that clearer communication is needed to show parents how funds raised are used.

10. Any Other Business

- Lunch menu variety discussed and question raised as to whether menus will/can be changed termly; DC confirmed work is ongoing with Mrs Santos.
- Feedback noted that virtual meetings are working well.

11. Date of Next Meeting - To be confirmed.

12. Meeting Close - 9:00pm (apologies for prompt finish to the meeting!)