



Disley School Association (PTA)

Date- 28/02/23

Time-7.30pm

Location- Dandy Cock Pub,
Disley

Facilitator: Gilly Cunningham **Note taker:** Gilly Cunningham

Attendees: Gilly Cunningham, Zoe Lofthouse, Phil Lowton, Liliana Powell, Louise Dandy

Apologies: Nicola Wilson Charlotte Williamson Chole Kannenberg Tain Kannenberg James Taylor ,
Elsa Faria, Jemma Duckett

Minutes

Agenda item: Minutes and Matters Arising

Discussion: Gilly and Liliana only members present at last meeting – No minutes officially produced yet (Due to time issues with Gilly) – Notes viewed by all – no urgent matters arising. Gilly bought the Sup machine and set up – It worked well at the Hot chocolate sale and will continue to investigate the uses – Tickets etc. QR codes are free to use. Hot Chocolate Friday a success – Used up supplies and small amount raised (After outlay for Cream, Milk & Marshmallows (£7) – Long life, and the SUM up machine £27) £58 Cash £18.34

Conclusions:

Action items	Person responsible	Deadline
✓ Change date of Summer Fair	Laura / Jake	ASAP
✓ Chase Website log in	Jake	ASAP
✓ Continue to liaise with school about involving the pupils in decision making for money	Laura / Jake	ASAP

Agenda item: Fund Distribution

Discussion: From previous meeting - Decision to split £10,000 (with the constitution to be changed to say the previous years total fundraise from Sept -Sept and a caveat to trial for 2 years) – 30% to school to spend as they wish, 30% to PTA to spend as we wish 30% to go out to suggestions from parents with final decision from the PTA committee, and 10% to be held in reserve. This way, it removes the recently trialed funding request form and the need for justification from school.

Conclusions: As above

Action items	Person responsible	Deadline
✓ Update Constitution and complete necessary paperwork / procedures	Committee	May
✓ Let school know the decision and arrange for £3,333 to be transferred to school	Laura / Gilly / Jemma	ASAP

Agenda item: Easter Fair

Discussion: Jobs to do -

Conclusions: See Action items

Action items	Person responsible	Deadline
✓ Let school know – Crazy hair day in exchange for chocolate for tombola	Laura	ASAP
✓ Daffodils – Buy ? daffodils and Ribbon (Liaise with Laura for numbers	Elsa	31 st March
✓ Daffodils – Liaise with school for planting plan and buy bulbs / Bulb planters	Gilly / Laura	ASAP
✓ Speak to Facepainting man from Facebook	Gilly	ASAP
✓ Check what is needed for decorate a biscuit	Gilly	ASAP
✓ Contact last years organisers of forest school egg hunt to run again	Committee	ASAP
✓ Check stock for refreshments and buy what is needed -	Gilly / Laura	ASAP
✓ Ask OTIS if they are able to run sports	Laura	ASAP
✓ Volunteer appeal	Chloe / Gilly	ASAP
✓ Floats – Amounts agreed - Order	Vicky / Jemma	31 March
✓ Safe Box – Check dimensions	Gilly / Laura	ASAP

Agenda item: Any other Business

Discussion: Constitution and policies need updating. General chat. After trying to set up a network of PTA's in the area for sharing of ideas / dates and equipment it was discovered that High Lane PTFA are disbanding and will have equipment going to the tip – Gilly has made contact and we will have first dibs on any items – have offered to help with re setting up in the near future if they need it. They don't have enough volunteers to run events or run effectively.

Conclusions:

Action items	Person responsible	Deadline
✓ Check Constitution and policies	Gilly / Nicola	May 23
✓ Audit of Committee with DBS checks	Gilly / Jayne Ryder	May 23
✓ Photos for Leavers – Ask Photographer	Laura	May 23