



**MINUTES OF MEETING – GENERAL
MEETING**

HARDWICK CAMBOURNE COMMUNITY PRIMARY SCHOOL PTA

Venue :	Cambourne Campus	
Date :	10/01/2023	
Time :	19:35	
Attendance list	Kym Ellis (KE)	Co-Chair
	Lisa Rothen (LR)	Co-Chair
	Peter Hudson (PH)	Secretary
Agenda 1. Introduction to Attendees and Apologies 2. Treasurers Report 3. Future Events 4. Funding Requests 5. Any Other Business		
Other attendees: See attendees list Alison Berkeley (AB) Sean Turner (ST) Lisa Jones (LJ) Alex Gafney (AG) Lisa Jolley (LJ) James Hoban (JH) Reiner Schulte (RS) Nickie Sexton (NS) Natalia Hunter (NH) Sarah Lane (SL) By video call: Cate Thompson Nikki Kerrs Emma Mertens		



1	<u>INTRODUCTION TO ATTENDEES AND APOLOGIES</u>
	Welcome by KE and introduction of the meeting. Request for any apologies.
2	<u>TREASURERS REPORT</u>
	<p>In the absence of AJ the treasurer's report is presented by PH who reads the treasurer's statement prepared by AJ.</p> <p>The statement notes that in addition to the total for the report for the Autumn 22 term there was additional £184.50 raised for the Christmas tree collection which was, in part, collected and booked back in December. That income will be reported in the current Spring term period.</p> <p>The bank balance as of the date of the meeting is £18,603.62. The reserve account remained unchanged. The Christmas Card Company is due to pay £1,078 commission on 23/01/23. An amount of £129 is owed to Children In Need.</p> <p>AJ has now gained full access and control of the Barclays bank accounts and can now manage these directly via online and debit card facilities. We have also been able to secure cash deposits and handling via the local post office making this a more efficient process for 2023. AJ thanks the school for holding and looking after cash on our behalf whilst this was put in place.</p>



3	<u>FUTURE EVENTS</u>	
	<p>LR runs through the list of events in the coming period for Cambourne and across both sites.</p> <p>20th January – Cake sale at Cambourne</p> <p>21st January – Free craft event and uniform sale at Cambourne</p> <p>10th February – Krispy Kreme sale at both sites. Sales are being made online with the hope that the full allocation can be sold before the event.</p> <p>15th March Key Stage 2 disco – Cambourne site</p> <p>17th March – Mothers day event at both sites</p> <p>25th March – Bingo</p> <p>Easter Holiday – Holiday trails across Cambourne and Hardwick</p> <p>EM runs through Hardwick specific events.</p> <p>3rd February – Psychic night at Hardwick</p> <p>24th February – Key Stage 1 Disco at Hardwick</p> <p>24th March – Family Bingo at Hardwick</p> <p>Other planned cross school events include initial plans for a “Break the Rules” day, though noted that no fixed date has been set for this.</p> <p>There is thought of having a sports wear day linked to comic relief/sports relief. LR to discuss further with Mr Lander.</p> <p>A question is raised about World Book Day and the PTA involvement. JH responds that WBD is not a PTA event and that the school usually plans their exact day around the ability to organise in-school events like a book sale. LJ notes that she is aware the reorganised uniform stock includes second-hand costumes. KE confirms that Heather Wright having taken on the role organising second hand uniform has got a range of costumes as well which will be available during sale events like the one coming up 21st January.</p> <p>JH raises the prospect of resurrecting the Challenge 50 event, Race for Life or similar. These were well received events by parents and were capable of raising significant funds from people removed from direct involvement with the school (aunts, uncles, grand parents and friends etc.)</p>	



4	<u>FUNDING REQUESTS</u>
	LR notes that only one funding request was received since the previous meeting. The request is for KS1 to provide vintage style teacups and for superhero capes. This is to assist with imaginative play. The cost is £96. The request is approved on a show of hands.
6	Any Other Business
	<p>LR wishes to specifically thank Heather Wright for her work with the donated uniform, recognising the hard work that has gone into organising this to be ready to use at the upcoming sale and onwards.</p> <p>KE notes that feedback on the Christmas cards was generally positive, however as an experience it was not good for all including needing to constantly correct errors and some people being left disappointed that orders did not arrive in time. Alternative suppliers are being sought and if a suitable provider can be found we will be changing.</p> <p>LR notes that Hardwick meetings (alternate meetings) will be hosted on Wednesdays in future as many find that commitments on Tuesdays mean it is not possible to meet.</p>

All issues having been discussed; the meeting was adjourned at 20:55.

The next meeting will be the 19th April 2023 at Hardwick site school staff room commencing at 19:30.

Signed:

<p><u>For and on behalf of the board</u></p> <p><u>Co-Chair</u></p> <p><u>Kym Ellis</u></p>
<p><u>Secretary</u></p> <p><u>Peter Hudson</u></p>