



**Boxgrove Parent Teacher Association
Minutes for the PTA Meeting
22 May 2024 – 08:45 in Bull Hall (Cafe B)**

***Welcome Persons Present:**

Josh Andresen (Co-Chair), Philip Harris (Co-Chair), Mary Chambers (Staff), Claire Haslett; Sagar Rane; Alison Fitch.
Note: names not explicitly recorded - this list is from PH recollection.

***Apologies for Absence**

Marianne Webb, Nick Griffiths, Pareesha Dos Santos (again from PH recollection)

Meeting chaired by – Josh Andresen

***ACTION points from last meeting**

- 2nd Co-Chair: position still vacant. Events-Coordinator: Claire Haslett has agreed to join the committee in role of Events Secretary (explicitly no expectation that she will organise events, but she has oversight).
- PTA sustainable transport survey to parents - Josh will read results to see what conclusions/outcomes may be drawn
- Chocolate fountain/Cotton Candy machine: fountain ordered; following input from summer fair team, we will not buy candy floss machine as it is too much work for little income, especially as pre-made is readily available.
- Christmas Cards & Mugs: Claire will take over from Svetlana. PH to forward details to Claire.
- Outdoor Structure: funding request presented & approved; c. £15.7k (minus £5k from Betty Riseley trust) & will include 5 tables. Mary to discuss with school preferences re. blocking access (e.g. rope with noticeboard...) This structure will be used for outdoor learning for all year groups.
- Lottery returns: up to date. Change contact to Josh, and add as standing agenda item to confirm each time we are up to date.
- Fundraising thermometer: PH updated it last month. Again add as standing agenda item just to confirm we are up to date.

***Chair's Report**

- 19 April: PTA committee approved funding for purchase of memorial bench (approved in principle earlier, but cost is now known).
- Louisa and Josh have given appropriate notice for fund transfer from 95-day access account. Josh and Louisa will move funds to the current account when available, and arrange payments to school.
- There remain discrepancies between bank access privileges for Josh and Louisa; these need to be resolved.
- PTAEvents renewal agreed by whatsapp 24/4/24
- PH complained to NatWest about the difficulty of their processes. Received a letter dated 12 Feb acknowledging the complaint and saying it would be looked into... nothing more since.
- Via Helen Stanley the school has been awarded a grant of £5k towards the Forest School canopy.
- Test-your-strength machine has been repaired; the split main beam, originally in pine, has been replaced with a hardwood version, reinforced by some steel straps. Notes are on Google drive in case they may be useful for future work.

***Feedback on Events**

***New Events/Initiatives –**

- Summer auction possibly next year

- Painting & Prosecco will stay for next year: some concern re. cost of tickets, which is significantly more than previously.
- Claire & Becky will do discos
- Sagar Rane mentioned he has an ice-cream cart and could use for fair -- he did food stall at fair last year. Agreed he would give details to Nicholl/Nicci who are organising summer fair.

***Funding Requests**

- Books funding request approved
- Yearbook funding approval reconfirmed - Nick to put something up on website (re. collection of contributions from parents)

***Dates for Diary**

7 June – Summer Fair Bottle Mufti

22 June – Summer Fair

2 July – 7.30pm PTA Meeting - staff room

12 July – Family BBQ

***AOB**

- Annual report and accounts completed for Y/E Aug 2023 -- LF to submit on Charity Commission website. Need to find independent reviewer from Y/E 2025 onward as current parent will no longer do it.