

## Minutes KSHS PTA Meeting

**Monday 1 December 2025 @7pm (Teams)**

**Present:** KS, JP, BO, KL, RM, RE, JA

**Apologies:** WM, CB

**Minutes of the last meeting** were read and agreed as true record and proposed by KS and seconded by BO

**Matters arising:** None

### **Finances BO**

**Business Account: £4,977.70**

**Current Account: £6,307.70**

**BO advising that we haven't had the planners invoice still so that has not come out. Other expenditure has totalled £1,595.40.**

BO advising that the 100 club tickets were currently up to 94.

The draw was done for 4 months with all parties viewing and winners were:

Sept - Neil Chiston

Oct - Rhea Musgrove

Nov - Caroline Boyd

Dec - Vicky Bain

BO advising only one cheque left - waiting for new cheque book to arrive - BO will draw cheques and pass to relevant students when received.

KS advising that we made £102.80 from East Anglian Textiles for Children in Need Day clothing collection.

KS advised that she has spoken to the Business Manager - To buy additional seating, about 10 benches would be £3k. He said we can have 14 and knows where they can go. She advised that that was our budget.

JP advised that she has been walking around the tennis courts during breaks and the benches are not being used as the students cannot eat their lunch off their laps. They sit on the floor so they can sit in a circle and use the floor as a table.

Discussing maybe going for proper picnic benches but deciding these are too big for the tennis courts and nowhere to situate them. Discussing where we could situate bigger benches. Possibly music/science block? Nothing can go near languages due to the ongoing building.

JP asking if KS could maybe ask the student council to discuss with the students and get feedback from them.

## **Upcoming Events**

KS discussing the duck race. Advising that there is quite a bit of fundraising going on at the moment so going to move duck race to Valentine's week.

**Christmas Concert** will be on 11/12 - starts at 6:30 (Thursday)

JP will get her students to make some mince pies. KL will ask her contact at Wilcox Bakery if they can supply any mince pies.

It was agreed that we would start selling refreshments before the concert to hopefully make the half time break less busy.

The PTA will be setting up about an hour early and will start selling @6pm. Helpers on the night will be JA, BO, KL, RE. KS and JP will be about.

Raffle prizes for the evening:

KL will make 2 hampers

KS advising she cannot ask the staff for prizes as they are being asked to donate for the seniors' lunch. We could maybe buy some additional gifts.

Discussing the possibility of a pop up shop for uniform sales but decided it would be too busy to do it alongside the concert. Discussing when else would be a good time to do it - possibly the Y9 options evening.

**School Production** - there will be a school production soon and we could possibly sell refreshments and do a uniform pop up shop at that. It was unknown when exactly it was as KS had not yet had the dates through.

Potentially Wednesday 25th - primary school and public and Friday 27th February after school

## **AOB**

JP asked if we could look at doing future meetings at 6:30. Nothing was decided.

RE raised a point about a previous discussion of a flyer to parents asking for help. RE happy to do it but needs input as to what to put on it. Discussing maybe splitting it into two, advising what monies we have spent/contributed to for the school and the other advising what we are up to/planning. Maybe do it yearly.

**Next Meeting:** Monday 26 January 2026 (@ school)