

Minutes KSHS PTA Meeting - Monday 13th March 2023

Present: BF; KF; JP; BO; AC; CSD, JA, WMc;

Apologies: PS;

Minutes of the last meeting were read and agreed as true record and signed by the Secretary. **CSD.**

Matters arising: Drama Department Funding. Following the PTA meeting in January, clarification had been given by the Drama Department, via email copied to all PTA members, regarding a previous funding request to the PTA for £500 to help with the purchase of microphones for use during school productions. Whilst the Drama Department had originally intended to purchase the microphones, due to excessive cost (circa £3500), the decision had been made with agreement from the Headteacher and IT Manager, that microphones would instead be hired for the High School Musical performances in March. The Drama Department had apologised for not informing the committee of the change in decision and whilst they had offered to return the £500 to the PTA, the committee were unanimous that this was not necessary. The PTA were in agreement that the added use of the hired microphones had enhanced the sound, and the production over the 2 days, overall, had been a huge success and had provided an opportunity for the PTA to raise funds through the raffle and refreshments. The Chair noted that the Drama Department had put an expression of thanks to the PTA in the High School Musical programme.

Looking ahead, the Drama Department had mentioned that they would be looking to purchase microphones in the future; the committee considered that this was something that they could possibly assist with, alongside the Drama Departments own fundraising. Due to a changeover in staff, the committee thought it would be timely to review at the start of the new school year in September.

Finances: BO:

Bank: Still some issues applying for Bankline for Communities; an email had been sent to the bank again to chase. Regarding future banking, there was a possibility of being able to pay in monies via the Post Office which was being looked into. Ongoing **BO/BF.**

Agreement that changes in signatories for the bank would be left to September due to the changeover in the PTA Chair. **BO/BF.**

Current: £2369.59

Reserve Account: £3537.83

Petty Cash: £27.00

Gift Aid: No update.

Outgoing: Planners £1212.84 (already taken from account)

Pre-Loved Uniform: BO/AC: Pre-loved uniform sales at least £24 and another £8 expected from a pre-order. Figures to be confirmed next meeting including expenditure on purchase of paper bags. **BO.**

Reminder had been sent out regarding Bags2school for any unwanted uniform to be donated to the PTA rather than being put in with other Bags2school items.

School Council: The committee were shown the Pre-Loved Uniform poster that had been made by BF and distributed to all forms and displayed on noticeboards.

Amazon Smile: £9.20

100 Club: Numbers: 138 tickets purchased to date. One person hadn't received number, but issue now resolved and numbers spread evenly over the year to adjust.

Winners:

- March - 87
- April - 114

Fundraising Taken Place:

- **Bags2school** - 11th November 22 (with Children in Need): Bags2school raised £96 and £514.35 from ParentPay contributions. Total £610.35. Email had been sent to BF 8 February regarding monies for PTA from ParentPay contributions; it was thought therefore that the money would already be showing in the account, BO offered to check the monthly statement and confirm before next meeting. **BO**.
- **Musical Production 2nd/3rd March** - The Chair expressed thanks to all of the members of the PTA and staff who took part and supported the show in anyway, helping out on the night or providing raffle prizes. The Headteacher had also asked the Chair to pass on thanks to all the committee members for their help and support.
 - Takings from raffle, refreshments and sweets:
 - 2 March: £300.56, cash, £14.50 SumUp machine
 - 3 March: £292.33 cash, £49 SumUp machine
 - Total £592.89 cash, £63.50 SumUp
 - SumUp fees: **-£1.04**
 - Overall takings **£655.35**
 - Outgoings from raffle tickets, sweets, J20, hampers x2, coffee, tea, milk, biscuits etc thought to be around £200. Figures to be confirmed at next meeting. **BO**.
 - The Chair thanked JA and TB for putting together the hampers and to committee members and staff who provided prizes.
 - Leftover stock of sweets (in date), to be kept for sale at future events. **BO**.

Fundraising Planning:

- **Virtual Duck/Balloon Race:** BF briefed the committee on the concept and rules behind a virtual duck/balloon race. All agreed that a virtual duck race would be fun and a good future fundraiser and it would be good if both students and parents/carers/staff could participate. WMc agreed to look into it further. **WMc**.
- **Football shirt auction:** Updates were given on the progress of securing prizes to be added to the planned football shirt auction (a framed England football shirt signed by Paul Gascoigne, 1990, with a Certificate of Authenticity, valued around £250):
 - Belton Woods Golf Club be asked if they could donate a free 'round of golf' / Lincoln City football manager be asked to sign a football /

- Request for match tickets (KF had contact for VIP tickets) or other memorabilia for Lincoln City. Update - KF had emailed Belton Woods and Lincoln City, awaiting feedback. **KF.**
- Blankney and Sleaford Golf Clubs also be asked if they could donate a free 'round of golf.' Update – JP had emailed both Blankney and Sleaford Golf Clubs, awaiting feedback. **JP.**
 - It was suggested that South Kyme may be able to offer a free 'round of golf'. JP agreed to email with request. **JP.**
 - It was agreed that the raffle would be open to both KSHS and Carres. Update at next meeting. **KF/JP/BF.**
- **Lincs Fashions/Fundraising Fashion Show:** BF had approached Lincs Fashions and made a provisional booking for a Fashion Show event to be held in school on Thu 12th October. KF agreed to check availability of the Sports Hall, particularly for any external bookings and update at next meeting. **KF. Confirmed.**

Requests:

- **Gardening supplies:** BF updated that the Gardening Club had received a number of donations of plants, seeds etc, and as yet, were not in need of the £200 that had been allocated by the PTA. Funds would be reserved until request made. **BF/BO.**
- **Blankets/cushions:** Blankets with waterproof backs that could be used by students on grass or tennis courts – these had not yet been ordered but it was noted they had been reduced in price to around £9 each with possibility of further reduction as a multi-buy. There was discussion as to whether or not the purchase of more picnic tables would be of benefit and also on the storage options for the blankets. It was noted from the staff that the students preferred to sit on the ground in groups at break times and therefore all agreed that the blankets would be the best option. BO agreed to purchase 10 blankets from Amazon Prime (colour preference was orange). It was further requested that once the blankets arrived, if they were considered of good enough quality and suitable for their intended use then another 10 be purchased to make use of the current discounted price as more blankets would be required in the future. The schools site manager had agreed to store and maintain the blankets in a suitable storage container which could be reviewed once the blankets had been received (note the Keeto store was no longer an option). **BO.**
- **Music Department – Keyboards:** Update on request to the PTA to fund the purchase of 16 Yamaha keyboards which would benefit a large number of students (KS3, CSE & A Level Music students and extra-curricular activities, open to all year groups):
 - KF had spoken with the Music Department to enquire whether a mix of different models of keyboards could be considered. It had been confirmed that the Yamaha models were preferred and a better option as parts from ageing Yamaha keyboards could be reused if necessary and/or interchanged with newly purchased ones in the future as part of a 5 year plan to replace all the old equipment.
 - It was noted that the £219 purchase price of a keyboard included VAT and therefore this could be claimed back via the school, reducing the original anticipated cost.
 - The committee discussed various options to help fund the keyboards and were all in agreement to assist the Music Department in allocating funds to purchase 10 keyboards initially. (*Proposed WMc, seconded JP*). This was to allow funding to remain available to support other funding requests to the PTA throughout the year

and also to stage the procurement of the keyboards to avoid having to replace in bulk in the future. The PTA agreed that further requests to purchase keyboards, supplementing the Music Departments own fundraising, could be considered again next year. **KF/BF**.

AOB

- **Future Meetings:** It was suggested that to encourage more PTA members, alternative times/days for PTA meetings were considered alongside including use/additional use of Teams for those who may be wishing to join the PTA but are unable to attend face-face or having to drive in inclement weather. The committee agreed that this could be something to review in September, given that the next few meetings would be in the better summer months. **CSD/BF** (for agenda in September).
- **Easyfundraising:** It was confirmed that the PTA are already registered with Easyfundraising, and now that Amazon Smile is no longer operating, then Easyfundraising can be advertised to parents/carers/staff. BO agreed to advertise. **BO**.

Next meeting 15th May at school, if weather is bad, on Teams. BF/CSD.

2023 - 19th June.