



William Penn School

Parent Teacher Association

Registered Charity No. 1134936

PTA OPEN MEETING

Monday 28th April 2025

Meeting Minutes

ORDINARY BUSINESS

1) Apologies for absence: **Lucy**

2) Minutes from Meeting 24th February 2025 – **SMH to send over to AC and rest of PTA**

3) SPRING EXTRAVAGANZA

Was a huge success total amount raised? KE to confirm. **Income £311.50**

Profit: £263.09

General feedback? **Great Success! Parents loved it. Great to have it on the field.**

Thank you RO for organising the hunt. Spring extravaganza and egg hunt on different days to include everyone.

RO to ask about Usborne funds we raised – do we want to add to that or keep the amount we have? **We made £300 of sales so we have £90 in commission to buy books for school. Agreed we would keep to the £90 rather than adding to it. School to have a look at the website to choose books.**

4) MAY DAY CELEBRATIONS

- Friday 23rd May

- Refreshments? Uniform? Ice lollies?? **Strawberries, cream and lemonade.**

- Cake raffle in the morning? Winner announced at May Day Celebration? **Cake raffle to be done on classlist and winner to be announced at May day celebrations**

5) COMMITTEE ADMIN

- KE financial update: £2049.28 raised from all events so far.
- money in from parent kind and easy fundraising. £54 received through parent kind. SMH to look at the easy fundraising.
- SMH sorted leavers Hoodies and have arrived. Mr P handing them out after SATS. Thanks to SMH for hoodies. Quality of hoodies very good.
- RK Chairty commission update. Add RO to charity commission. RK to add RO
- KE re passwords for emails etc – have we done this?
- Parentkind
- Have all the sponsors paid for the planters? RO and HB to pay for planters still. Msg out on newsletter to get more sponsorship for these.

6) SCHOOL GRANTS

- Tesco and South Over Manor farm grants. South over farm submitted. Tesco not done. Will re do for next deadline. SMH to do again in time for next deadline.
- SMH managed to get an order of trees and hedges through the Woodland Trust! Arriving in November

7) CLASS WISH LIST

- Miss Passfield has completed the funding request form. Is wanting to do a school trip to LeonardsLee in July for Fry class. £193. This has now changed to Visulisers for classes £148.99 each. All agreed to get them. AC to order and invoice us.
- JBB & Leavers
- FOX?

8) DATES FOR DIARIES/OTHER IDEAS EVENTS

- Miss Thomas has organised an art day at school 'Mission Masterpiece' - exhibition after school on Thursday 26th June. PTA to do refreshments and wine glass decorating?? Who can help? Wine glass painting in the group room and refreshments. All inclusive price for drink and wine glass painting. 3:30pm onwards. RK, HB, HB mum, Michelle and Laura Pohlmann to help.
- Sports day 27th June/4th July – refreshments? Who can help? Refreshments and ice pops. RO, RK and SMH to help.
- Summer Fair Sunday 13th July – separate meeting on this? Date? Monday 2nd June 7pm at the Selsey Arms Pub
- KS2 leavers disco and pizza/ award ceremony 16th July 3:30pm-5:30pm. Who can help? To discuss at a later date. Mr H has disco lights and are ours to keep. KE to order a disco ball at £21.99 - all agreed to buy.

10) AOB

- Next meeting date- Monday 9th June on Zoom 7:30pm
- leaving present for Janet - Flowers and bottle of wine sorted

WORK IN PROGRESS STILL:

PAT test Freezer before summer – MOULDY! SMH getting rid!

RK & SMH to sort and organise container when weather better – We did it!! Great clear up and more space made!

SMH & RO to do signage for planters! DONE

Event box to set up DONE

Find Bunting from Blue 2 Done

ALL DONE AND EVERY ONE HAPPY THIS IS DONE AND SORTED.