

Yanwath Primary School PTA Minutes

Date: Tuesday 14th October

Attendees:

School: Matthew Crouch

Lucy Peile

PTA:

Gemma Dadley

Howard Taylor

Laura McGuinness

Manda Hardy

Verity Randall

Victoria Gibbons

Apologies:

Beckie Watkins

Gem Blackett

Helen Meehan

Leah Cowperthwaite

Leanne Currie

May

Vicky O'Neill

Decisions

1. **95 day higher interest notice account to be opened at the bank for holding funds.**

Members need to note that any significant request for funding, e.g. for new play equipment will now need 3 months notice to withdraw funds.

2. Spending survey monkey to be circulated. School council to be asked to gather opinions from the children on spending
3. **IQ cards in 2026 should be sent out in the first week of term to send them for printing earlier for a higher margin.** We'd also like to consider a lunchtime card club / opportunity in after school club for the children to make them
4. **Requests for donations from local businesses should be documented on the spreadsheet.** It was noted that we have asked the same businesses several times within a short space of time. We would like to maintain good practice and their goodwill.
5. **Spending decisions:**
 1. Book Science Booth for Science week. This is expected to be about £450 LP
 2. £80 for Ikea Kallax unit for Science storage... PTA members to advise Mr Crouch if they are able to pick these up from an Ikea (Gateshead / Warrington are closet)
 3. £200 on books

4. The PTA can donate £50 towards book token prizes for world book day in the event we cannot garner any donations from local businesses

Actions

1. Open Survey Monkey - **LM**
2. Write monthly PTA newsletter to add onto school newsletter – **LM**
3. Draft 2026 PTA events calendar, based on last year's events with the request not to hold any events too close together – **MC**
4. Track PTA donation requests – **All asking for donations... Community outreach team to decide owner**
5. Christmas crackers and pigs in blankets for Christmas lunch – **HT**
6. Take payments at chocolate bingo with sumup **machine** – **MH**
7. Contact Fran re hot drinks stand – **MC**
8. Source Santa – **VG**
9. Book Science book – **MC / LP**
10. Buy books and bill PTA – **MC / LP**
11. Source Book tokens for book day. – **HT / LP**

Agenda:

1. Financials
 - Current financial position: £7567.01
 - Treasurer's report for 2024 – 2025 circulated in a separate document and discussed
1. Spending
 - Spending survey agreed to garner ideas from parents, teachers and children
2. Donations for discussion:
 - Kendal Calling donation – not yet heard back re request for playground equipment
 - Christmas crackers and pigs in blankets for Christmas lunch – **HT** to source donations
3. Upcoming events
 - **Chocolate Bingo – owner: MC**
 - Manda to run the Sumup machine
 - **MC** and **LP** to sort prizes
 - **GD** to buy additional prizes
 - Bingo caller – **MC** (obviously)
 - **Halloween Disco- Owner: MC**
 - Final party favours to be organised by **GD**
 - **Christmas Markets** – owner: **GD**
 - 8 stallholders booked, 2 paid
 - Discussion around provisions:
 - **Mr Crouch** to contact Fran re hot drinks stand
 - Decision to be made on hot food providers (do we invite a vendor?)

- Santa – VG to ask her dad if he will be Santa. Depending on availability... chance of Santa's grotto in the igloo. Once decided, source selection boxes as treats for children who have met Santa
 - Ideas for market:
 - Name the elf
 - Craft stands
 - Photographer – based in Mr Crouch's room
 - Wreath making – booked, space to be allocated
 - 8 – 10 craft activities, including gingerbread man stand
 - No sweet cones
4. Requests from school. The following were approved:
- Book Science Booth for Science week. This is expected to be about £450 LP
 - £80 for Ikea Kallax unit for Science storage... PTA members to advise Mr Crouch if they are able to pick these up from an Ikea (Gateshead / Warrington are closet)
 - £200 on books
 - The PTA can donate £50 towards book token prizes for world book day in the event we cannot garner any donations from local businesses
5. Roles and responsibilities
- Current roles – HT will be co-chair
 - Co-chair and secretary positions are vacant