



# Sunnymede PTA Minutes

Friday, 5<sup>th</sup> November 2021



In attendance:

**Rachel Povey, Heidi Earp, Mrs Branch, Miss Paulson, Mrs Houghton, Rebecca Lomax, Martin Palmer, Nina Dorking, Shalini Ramanathan, Dan Wakefield, Rachel Byrne, Corrine Shepherd, Agnes Aksoy**

**Apologies for absence: Gemma Gent, Nicola Eggett, Jen O'Brien, Jo Kestla, Helen Fisher, Annette Ravell, Cheryl Petherick, Elin Sinclair**

## **PTA - AGM**

Members nominated and appointed;

Rachel Povey – Chair

Nicola Eggett – Vice Chair

Secretary – Rachel Byrne

Gemma Gent – Treasurer

Nina Dorking - Marketing & PR Coordinator

Rebecca Lomax – Film Club Coordinator

Heidi Earp – Disco Coordinator

Sheena Arnold – Adventure Island

Raffle Co-ordinator – Corrine Shepherd

Present selling co-ordinators: position vacant

**Additional committee Members** – Martin Palmer, Shalini Ramanathan, Dan Wakefield, Jen O'Brien, Jo Kestla, Helen Fisher, Agnes Aksoy, Elin Sinclair, Annette Ravell, Cheryl Petherick

## **Roles urgently requiring volunteers – 2 x Present Selling Coordinators**

### **Introducing the PTA**

Flyer to be sent out via parentmail introducing all PTA members, explaining what the PTA do and advising of all events and dates the PTA have already confirmed. Urgent plea for 4 roles which need appointing.

**Action: Nina, Rachel P & Heidi**

### **Non-Uniform Day – Wednesday 10<sup>th</sup> Nov**

Non-uniform day agreed to raise urgent funds for the PTA Christmas raffle.

**Action: Rachel P**

### **Raffle Draw & Christmas Carol evening – Tuesday 14<sup>th</sup> December – 3:15 – 4:30pm**

Carol service prior to the raffle draw. PTA to sell refreshments, any left over Christmas gifts and glow sticks. PTA to promote event and organise alcohol license. Volunteers required to help on the evening.

**Action: Corrine, Rebecca, Rachel P & Heidi**

### **Raffle**

Tickets ordered and to be sent out within the next 2 weeks. Further raffle tickets to be sold at both infant and junior Christmas plays whilst parents wait in the queue.

**Action: Shalini and Corinne**

### **Christmas Present Selling**

Mrs Branch and Miss Paulson agreed we could go ahead. Junior's Wednesday 8<sup>th</sup> December AM, Infants Monday 13<sup>th</sup> December AM. Rachel P and Heidi to purchase all further gifts required. Help required to get everything wrapped in time!

**Action: Rachel P & Heidi**

### **Discos:**

All disco dates agreed for next year. 4<sup>th</sup> Feb, 25<sup>th</sup> Mar, 20<sup>th</sup> May, 8<sup>th</sup> or 15<sup>th</sup> July (dependant on summer fair and year 6 leavers event). To be discussed in more detail at next PTA meeting.

**Action – Heidi**

### **Film Night**

Date agreed Thursday 28<sup>th</sup> April in the infants. To be discussed at next PTA meeting.

### **Next PTA Meeting – Friday 14<sup>th</sup> January 1:45pm – Junior School Community Room**

- Progress on urgent roles that need appointing
- Summer Fair
- Discos
- Mother's day present selling – Can only go ahead if 2x volunteers are appointed
- Film Club
- Any other business