



Minutes of the LVS PTA COMMITTEE

Open Meeting

LVS Ascot – Conference Room

Committee

Name	Trustee	Present
Amanda Hamilton Martin (Chair)	Y	P
Jen von Strohe (Vice Chair)	Y	P
Zoe Stewart (Treasurer)	Y	P
Sophie Holt (Secretary)	Y	P
Additional Members in attendance:	9	
(Due to GDPR this data is stored separately and can be provided if requested).		

Name	Trustee	Present
Quorum: None required as Open meeting		

P = Present A = Apologies N = No contact

	Meeting Minutes	Action By
1	<p>Welcome: The meeting started at 8:30 and was chaired by Mandy H-M</p> <ul style="list-style-type: none"> Apologies were received from Sarah B, Tina S, Karen P 	
2	<p>Treasurer's Report</p> <ul style="list-style-type: none"> Deposits are paid for the Fair and Ball Ticket Money is coming is for the Ball No money has of yet been requested by the school for the agreed funded items. 	
3	<p>Performing Arts Festival</p> <ul style="list-style-type: none"> Request for the PTA to run the refreshments stalls We have a little bit of availability to help but cannot cover the whole event at such short notice. Communicate back to Jess C 	MHM
4	<p>Events Spring Term Bag2school – 28th Feb</p> <ul style="list-style-type: none"> Need extra Volunteers. Jen, Zoe, Mandy and Sophie so far. ACTION: Put request out on PTA Group 4 drop off points – Infants, Juniors, Swimming, Sixth Form Centre 	SH

	<ul style="list-style-type: none"> • Mandy to bring Tarpaulin • Contact Mr Curtis Nye ref teacher support <p>Disco – 2nd March</p> <ul style="list-style-type: none"> • Timings confirmed. Be there from 4.15. • Reply button & Dietary Requirements email to be sent by school – coordinate on timings. • Notes from previous PTA: Be aware of children bringing their own drinks. 500 Cups needed. Leave coat with mum! <p>Spring Fair – 22nd March</p> <ul style="list-style-type: none"> • Deposits paid for Bouncy Castle Deposit. • Reptile guy is booked. Doesn't want a deposit. Risk Assessment received. • Need to find out who is organising the students to run stall. Head of Sixth Form contacted. • Bouncy Castles not required in the evening for the borders • Tokens – prepay tokens online and separate collection point at entry. • 4000 tokens in hand – need runners to collect them from stalls. £1 a token. • Posters to go up around school. Posters to go on Teams. Check Printing of Posters with Lindi. • Second Hand Uniform – sell in front of Cupboard in Acilliary Hall. • 3 entrance – 1 iZettle, 1 prepaid, 1 cash. • Food stalls – iZettle • Raffle £1 per ticket – on the days sales. Continuing asking for Raffle Prizes • 2 Cupboards to be cleared out – can be done during school hours. Date set to be Monday 13th March • External Stall Holders – Max 10. We cover their risk assessment. <p>Summer Term</p> <ul style="list-style-type: none"> • Colour Run – Sponsorship package for Solicitors • Colour Run – Graphic Mockup with Solicitors Logo 	<p>SH</p> <p>MHM</p> <p>VH/SH ZS/MHM/ SH SH</p> <p>MHM/ JVS</p>
5	<p>AOB</p> <p>Nothing to report</p>	
	<p>Meeting Closed at: 10:02</p>	

Next Full Committee Meeting: 7pm Monday 24th April 2023