

Crowthorne C of E PTA meeting minutes



Date: 26/06/2025

Time: 7:30 pm

Location: Crowthorne C of E Primary School

Attendees

- Emily Hicks
- Paul Davis
- Roula Chaaya
- Debra Webb
- Kirsten Lockey
- Alice Schmidt
- Georgina Thomas
- Jo B (Teams)
- Georgie Harris (Teams)
- Jess Wright (Teams)
- Donald Raj (Teams)

Chairperson's Report

Welcome and apologies from Sarah Osmond, Pippa Ridout, Danitza Harding, and Jo Swanson.

Paul highlighted the PTA's importance in fundraising, which averages £10,000 annually for the school.

The minutes from the last meeting were approved, noting the farewell to Joe (previous chair), welcome to Roula (new secretary), and temporary farewell to Pippa. The newsletter, summarising spending, is ready for distribution. Funded artwork and basketball hoops are now installed, while sandpit edging costs are pending. The eco team's planters have been implemented.

Upcoming events include Ice Pop Friday, with Kirsten organising it. Danny, who ran the disco with Sarah, will be stepping down due to other commitments, necessitating a replacement. Sports day saw the usual rocket lollies provided.

The chair reported a record year of spending, nearing £14,000, and expressed pride in the team's efforts.

Two vacancies exist: a Co-chair to assist the chair and a Communications Officer to coordinate communications. Alice expressed interest in one of the roles.

Transparency

Transparency was discussed, including stating the policy of being led by the school in prioritising spending, providing lists of past spending, communicating specific fundraising goals, and utilising WhatsApp groups for updates.

Noting that decisions are made during meeting where spending plans are voted. Other spending decisions are made outside of the meetings and relatively small things that need to happen quickly.

Emily suggested informing parents what their money is going towards and that funds come on extra staff rather than curriculum related and scholar stuff.

A suggestion was made to put information on the notice board.

An intervention was made later by Donald Raj asking the Friends to be more transparent and requested proof of transfers from the Easter challenge. There was a discussion regarding how to increase transparency.

Action:

- Paul and Roula to work with the school office to improve communication with parents.
- Paul will contact Donald and arrange a meeting to establish clarity on his concerns.

Treasurer's Report

The treasurer reported a successful year of fundraising, especially given the limited number of activities conducted.

The Bracknell lodger income is dwindling. Suggestions were made to promote easy fundraising and explore opportunities with local supermarkets like the Co-op.

It was mentioned that some companies offer charitable donations for employees.

The party kit was discussed as a fundraising opportunity.

Action:

- Alice and Roula explore supermarket fundraising scheme.
- Kirsten to investigate the Co-op.
- Paul to dig up large companies willing to donate.

Funding requests

Funding requests were presented, including an annual class allocation of £250 per class (£1750 total) and £1500 for the school's 150th-anniversary celebration in 2025. Both requests were approved unanimously.

The school will suggest a large-scale project for the friends to raise money for.

Calendar of events - 2025/26 Academic year

Events planning for the next academic year was discussed, with a focus on better advance planning.

A calendar of events with fundraising targets was presented, and volunteers are needed to lead these events.

The nativity play refreshments were also discussed.

A Santa's Grotto and summer event were proposed, while big events like Big Easter challenge will be held every other year.

Kirsten suggested asking Y5 and Y6 to help with refreshments in exchange for front row.

Action:

- Paul to add school play to the list of events where refreshments are provided.
- Ask Y5 for volunteers and ask Jo to contact Y6.

Date of next meeting

AGM on the 16th October 2025

Time will be divided between AGM and planning for next year's events.