



In attendance: Julia Adams (JA), Angharad Bannner (AB), Mel Hayman (MH)
Sarah King (SK), Rebecca Millard (RM), Sam Tanguay (ST).

Apologies: Karen Frost

DATE /TIME: 8 PM 14 June 2021 via Teams

Matters discussed	Action
1. Welcome to the PTA meeting was given by Sarah King (SK) who thanked all for attending and apologies were noted.	
Key actions:	
1. Ink Jet Recycling update- ST confirmed that insufficient envelopes had been sent, extra were requested and have now arrived.	ST to co-ordinate advertising to parents
Items of Business	
1. Landscapes4Learning are booked and will start on site Tuesday 15 June. Risk assessments/ insurance documents etc have been provided and company have advised they will be on site at 9.0 am. Deck to be built in first week with classroom built following week. Funds on Just giving page stand at £3781.00 on 14 June. JA is applying for a grant from the Cowbridge with Llanblethian United churches Fund. ST will apply to the Cowbridge Institute Educational Trust	ST / JA to meet contractors on site at 9.0 am JA/ST grant applications
2. Finance update - KF prepared a finance update which SK summarised. PTA currently has £10,695.07 in the main account. Of which £3000 is ring fenced track money allocated for outdoor classroom and £2,510.57 is funds from the JustGiving page that have already been transferred the rest will follow meaning that PTA have sufficient funds in bank to cover 50% of the build costs with school having secured the additional funding needed via grants. Build cost quote stands at £14,740.00 plus VAT.	



3.0. Smarties Challenge update: AB fed back that the Kindness Challenge had been a success, with good participation. The event raised £1365.27. After discussion on best way to choose winners (% participation in class, total money raised on %of total money raised) it was decided to choose the class with the highest percentage participation which was year 3. After a discussion on prizes agreed on ice lollies for the class and extra afternoon play time. ST to deliver lollies to school tomorrow so they can enjoy them in hot weather. SK to make smarties winners announcements via schoop & Facebook.	ST lollies purchase SK communications
4.0. Duck Race - school have set date of Friday 25 June. ST to coordinate the first prize (HRT sponsored yard voucher) and second prize (lollies for the class) and communications and confirm number of ducks available. SK has already secured a £10.00 Fablas Ice cream voucher.	
SK to liaise with School and confirm if payments will be by BACS to PTA or Parent pay. Letter/ posters with details to be provided by PTA to be sent home by Thursday/ Friday. Payments to be made by Monday 21 June so year 6 can produce the duck tickets from a list of names to be sent home on Thursday 24 th .	ST/ Year 6
5.0. Crazy hair day. Still Friday 2 July ST to update posters to be sent to school in time to be sent out on Friday 25 th June	ST
AOB	
JA thanked everyone involved for giving up their time and energy to run the PTA and to make the outdoor classroom project happen and emphasised what an asset it would be for the school.	
100 Club - June No 58 Michael Rolfe (Reception)	
July No 35 Michelle Williams (Year 2)	
Date of Next Meeting - TBC	