

PTA MINUTES

Meeting Title: Meadowburn Primary School PTA Meeting

Venue: Online

Date: Wednesday 15th January 2025

Time: 6.30pm – 7.55pm

Attendees- Mrs Doherty, Joanna Robertson, Gayle Don, Kelly Macdonald, Rona Cargill, Lorraine Crooks, Mags Sproat, Siobhan Docherty, Rauri Cannon

Apologies - Sarah McLellan, Fiona Walker, Fiona Munro

AGENDA	DISCUSSIONS AND AGREEMENTS	ACTIONS
1. Minutes	Previous minutes circulated via e-mail	Mrs Doherty to upload to school website.
2. Bingo Quiz Night	Bingo Night - Friday 28th Feb 8-11pm (doors 7.30pm) Total of 6 games of bingo with people up and dancing throughout. BYOB Three long rows of tables running the length of the hall with a space at the 'stage' end for dancing and handing out/displaying prizes. £10 cost of entry ticket includes half book (3 strips for all 6 games) with the option to upgrade to a full book £15 (6 strips for 6 games). Expected numbers as quiz night about 120 people attend. Tickets to be sold as per calendar sales, order form in bag, payment either in envelope or BACS Spreadsheet of sales to be a created indicating half or full book. Tickets to indicate which they have paid for, so can easily be hand correct book on entry. Prizes for line and full house for each game. Novelty prizes for all line wins (champagne, inflatables, cuddly toys)	Gayle Don to arrange table hire. PTA discussion and purchase of prizes & bingo books. Rauri Cannon to check A/V equipment at school is suitable. Rona Cargill to speal with Debbie Crawford re the possibility of lighting.

	<p>Good-ish prizes for full house winners for first few games (pamper gift sets etc) Best prizes for full house in later games to try keep people playing (Harris Gin Set £75)</p> <p>Costs - hall hire £75, tables and table cloths £200, bingo sheets (for 125 people) £15, prizes (budget needs set). Total expected expenditure £290 + prizes</p> <p>Takings hopefully - 120 tickets @ £10, £1200</p> <p>How to make extra money? Bingo dabbers? They seem quite expensive so not sure we'd be able to make any profit on them. On PTA forums people say they have bought cheap ones which have leaked and spoiled tickets. Dress up items? Corkage - we have some glasses etc in the cupboard (we'd need to wash them after 😊), buy some lemon and ice. Raffle- bad time of year for asking business</p>										
<p>3. Financial</p>	<p>Balance of account £9473.11</p>										
<p>4. Hall Lets</p>	<p>Lets for Disco 13/2 and Quiz Night 28/2 both confirmed. Gayle advised that EDC require a new contact to invoice any future lets to.</p>	<p>Rona Cargill agreed to become nominated contact. Gayle Don to update EDC with details.</p>									
<p>5. Report on Profits</p>	<table border="0"> <tr> <td>Calendars</td> <td>Sales £1965</td> <td>Profit £1371</td> </tr> <tr> <td>Hampers</td> <td>Sales £1700</td> <td>Profit £1650.20</td> </tr> <tr> <td>Fun Day</td> <td>Sales £2788.31</td> <td>Profit £1833.54</td> </tr> </table>	Calendars	Sales £1965	Profit £1371	Hampers	Sales £1700	Profit £1650.20	Fun Day	Sales £2788.31	Profit £1833.54	
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<p>6.</p>	<p>Estimated donations for door entry £302, previously was £300 but there seems to have been more cash spent in the hall which perhaps balanced things out.</p> <p>Pick and Mix sweets left over £107 stock, could we hold a tuck shop in the playground one day?</p> <p>Parent Survey suggested that a few independent stalls or a school enterprise stall would have been a welcome addition to the fun day.</p> <p>Mrs Doherty advised that her childrens' school had a system whereby you bought a card for £5 and could play £7 in hall games using the card.</p> <p>Comment also made about Christmas being such an expensive time of year.</p>	<p>Entry to future Christmas event to be charged at a fixed fee.</p> <p>Mrs Doherty agreeable to tuck shop and advised it would be extremely busy. Perhaps considered pre made bags?</p> <p>Consider stallholders for future events avoiding sweet treats and home baking.</p> <p>PTA to consider a summer event as an alternative.</p>																
<p>7. Disco 15/02/2025</p>	<p>Theme is Friendship</p>	<p>Gayle Don to purchase stock for tuck.</p> <p>Joanna Robertson to liaise with DJ re games which have been requested by the children.</p>																
<p>8. Spending & School Requests</p>	<p>Known outgoings this year are P7 hoodies at a cost of £380.</p> <p>Proposed outgoings and estimate based on last year's spending:</p> <table border="0"> <tr> <td>School trip buses</td> <td>£2700</td> </tr> <tr> <td>P5 Swimming</td> <td>£ 700</td> </tr> <tr> <td>P7 Bus Ardmay</td> <td>£ 650</td> </tr> <tr> <td>Welcome Packs</td> <td>£ 150</td> </tr> <tr> <td>P7 Leaver's Party/Ties</td> <td>£1000</td> </tr> </table> <p>Pending Income:</p> <table border="0"> <tr> <td>Friendship Disco</td> <td>£400</td> </tr> <tr> <td>Bingo Night</td> <td>£600 - £1000</td> </tr> <tr> <td>Asda Cashpot</td> <td>£1120</td> </tr> </table> <p>PTA should have approx. £2900 to donate towards school requests before the end of the academic year.</p> <p>Mrs Doherty has asked Miss Campbell what the PTA could purchase to support learning in school.</p>	School trip buses	£2700	P5 Swimming	£ 700	P7 Bus Ardmay	£ 650	Welcome Packs	£ 150	P7 Leaver's Party/Ties	£1000	Friendship Disco	£400	Bingo Night	£600 - £1000	Asda Cashpot	£1120	<p>Mrs Doherty to speak with Miss Campbell and clarify what specific items the STEM group are looking for.</p>
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	<p>She advised that the STEM committee are looking at creating packs of essential items.</p> <p>Joanna Robertson advised that she has applied for an East Dunbartonshire Community Grant to be used for wellbeing workshops. The outcome will be known on 24/3.</p>	
9. AOB	<p>Garry Spence has contacted the PTA offering to hold a quiz night <i>I know it's a long way off but I can commit to providing a Quiz Night for Jan 2026.</i></p> <p><i>I've already verbally booked George Bowie and Casii from Clyde 1, and will arrange for a sound and light team to make the room look great.</i></p> <p><i>I did the first one in 2019 and the last one was 2022, always said I'd do one every few years so with such a long run-up time it means we can get the date booked in and I'll be able to secure some great raffle prizes from various contacts.</i></p> <p><i>I'll be in touch in January with final date, again I know it's a long way off but always look to raise a good few thousand pounds and you can never have too much notice.</i></p>	Mags Sproat has offered to be liaison between Garry and PTA
10. Next Meeting	Next meeting Wednesday 5th February 2025.	