



PTA Meeting Minutes

Location: Grasshopper
Date: 17th September 2025
Time: 7:30 – 9:15pm

Attendees

Committee:

- Charlotte Craig (CC)
- Lilly Grabmann (LG)
- Lesley Simmons (LS)
- Petra Papenfus (PP)

Interested in joining the committee:

- Jules Boxall (JB)
- Nicola Crocker (NC)

Apologies:

- Astra Monahan (AM)
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1. Committee Updates

- David and Jo Wilson have resigned and stepped down from the committee. In July, David resigned as a Trustee and Jo resigned as an Ordinary Member.
- AM has stepped back for personal reasons. LS has volunteered to take meeting minutes and cover the Secretary role on an interim basis.

2. Finance

- Payments and credits through Arbor require tidying.
- PTA donations are still to be transferred to the school (covering iPads, photographer, medals).
- Agreed: transfer full amounts to keep accounts clear and easy to track.
- Actions:
 - LG to update financials – 19th September.
 - Tesco Grant opportunity being explored – review in January 2026 (CC/LG).



3. Wishlist & Equipment

- Feedback from children highlighted the need for new tennis rackets.
- Potential future sponsorship/funding opportunity being explored (LS).
- Departments to be asked for updated wish lists (CC).

4. Summer Fair 2026

- **Date confirmed: 19th June 2026.**
- Utilities, licences, inflatables, and vendors to be booked early (CC/LS).
- Feedback: children wanted more toy choice - plan to expand this stall next year but will be reviewed at a planning meeting with the Summer Fair team.
- Theme discussion (e.g. cowboy/country style). Committee to research ideas for a theme.
- Summer Fair planning meeting with events team to be scheduled February 2026.

5. Christmas Cards

- Project previously managed by AM with Cauliflower Cards.
- Petra to lead this year with guidance from AM and support from JB (PP/JB).
- Plan to start earlier to reduce pressure. Aim: submission of artwork by Wednesday 5th November 2025.

6. Quiz Night

- **Date confirmed: 10th October.**
- Same format as last year (£7.50 per person).
- Mr Bernard to act as Quizmaster.
- Small prizes needed (wine, hampers, etc.).
- Comms to be sent out shortly for ticket sales (CC)

7. Frost Fair (Winter Fair)

- **Provisional date: 27th November, 6:30–8:30pm.**
- Location: School Sports Hall and Maidment Hall.
- New community craft event planned.
- 30 stalls available (£30 each TBC, first come, first served, parents and pupils).
- Stallholders require their own liability insurance if revenue exceeds £4k/year.
- Mulled wine, food vendor, and choirs to feature (CC).
- PP to speak with Mrs Talbot regarding the choir (PP).



- Sponsored by Frost & Co estate agents (exclusive this year).
- Suggested donation on entry instead of a ticketed fee.
- Communications to be shared via email/WhatsApp after the Quiz Night (CC).

8. Santa Dash

- **Date: 5th December.**
- Plan to expand and improve activities (e.g. more snowballs).
- To be organised by LS with support from JB (LS/JB).

9. Café Connect

- New pilot coffee morning for parents, focused on knowledge sharing.
- First session to be sponsored by a media agency.
- More details to follow (CC).

10. Mulled Wine at Christmas Concert

- **Date: 10th December 2025.**
- Year 3 Concert held at St Peter's.

11. School Disco

- Positive feedback on DJ used last year (Pick N Mix). CC to book.
- Prices expected to rise slightly but were considered worthwhile.
- Payment options to be reviewed (Arbor vs SumUp) (CC/LG).

12. Lottery Return

- Paperwork in progress. Deadline later this month (CC/LG)



13. Next Committee Meeting

- **Date agreed: 22nd October** (before half term).
- Focus: confirm Frost Fair details and review theme, band booking, and vendor bookings for Summer Fair.

14. Any Other Business (AOB)

- Little Library (located at school entrances) is not a PTA project. PTA to check with the school who is responsible for monitoring appropriateness of the content (PP/LG).

The meeting closed at 9:15pm.