



**Boxgrove Parent Teacher Association**  
**Agenda for the PTA Meeting**  
**Tuesday 1<sup>st</sup> July 2025, 7:30pm at Horse & Groom Pub**

**\*Welcome Persons Present:** Nick Griffiths (Media Secretary); Nicholl Grove (Events); Michelle Anderton (Secretary); Josh Andresen (Chair); Niels Brouwer (Chair); Pareesha Dos Santos (Secretary); Alison Fitch (Head Teacher); Mark Taylor

**\*Apologies for Absence:** Claire Haslett (Events); Fleur Krekel (Treasurer)

**Meeting chaired by:** Josh Andresen

**\* Chair's Report**

- 2024 accounts have been submitted to Charities Commission: big thanks to Fleur and Louisa!
- Lottery returns are now being regularly submitted and are up to date—thanks again to Fleur!
- Niels to give preliminary update on surveys.
- Nicolas Locker is taking over the admin of the Uniform Shop from Lynn Sylvester.
  - Make sure that Nicolas and Fleur have an early meeting
  - Do a stock count at the beginning
- BPTA Accounts: net balance circa £12,000 (including summer fair funds)
- Niels and Josh spoke to new parents; got interest from 4-5 new parents

**\*ACTION points from last meeting**

- Finding someone to talk over Christmas Cards for 2025/2026 academic year—Michelle? → tentatively yes
  - Is there a possibility of student helpers to help hand out the forms to each class and then hand out the products when they get delivered? –Alison →Alison says yes; we would have to advertise it as a job to the kids
    - ACTION: Confirm Michelle; Confirm job advertisement for the kids to assist with this task
- A new idea that came up in the meeting – Battle of the Bands – Staff vs Parent musicians concert day! – any further progress--Nicholl?
  - Could build into Boxgrove's Got Talent
  - Clare to come up with concept... (Michelle's spoken with Clare about this)
    - ACTION: Liaise with Robin Wright (singer/teacher)
- First aiders – list from Julie and study bugs note to parents asking who is medically experience--Alison
  - September training→announce for parents
  - →What do we need in terms of First Aid certification/training→Mary to confirm
  - We had decided to use St John's Ambulance for the Summer Fair, but they were not available. We had volunteers instead. Planning on same for BBQ
    - ACTION: Announce September training for parents; confirm what is needed from Mary
- House points for volunteering
  - To launch in September → put the word out (Nick, Claire, Nicholl)
  - The Children's one to launch in September (school)
    - Need to order the Childrens' tokens
      - £1300 including 1000 tokens/year group
    - We've located the parents' one in the PTA shed and it just needs a clean.
    - ACTION: Cleaning parent token collector and putting the word out to parents to use it
- Possibly Move Painting & Prosecco to a Saturday night?
  - Also need a new organiser (current one is moving schools)→to be discussed
  - Tanya Haynes helped organised last year
    - ACTION: Find new organiser
- Safeguarding and health re. alcohol at events
  - Mocktail bar; smoothie bar; juice bar →raising the profile of non-alcoholic options
- Funding request from last time: £7250 (£9400 all in) --playground marking, building on OPAL principles; astro turf with markings; longer lasting than standard markings; needle punch roadway can be installed over 2 days

- ACTION: Discuss if this should be a targeted fundraising project?
- Clare Billington to get involved with fundraising for Strings (£9000 target)
  - Helen's put in a bid for £9000
    - ACTION: Ask Clare and Chloe about heading this up....
- BPTA possibly taking over funding of Helen Stanly (£7,000 per year) as of Sept 2025 – decision?
  - →6-month commitment initially with a monthly update from Helen: bids in, what has been successful and refused, why refused, etc.
- Parent matching funds – update?
- Parent voluntary contribution £100/child/year – update?

#### **\*Feedback on Events**

- Summer Fair Saturday 21 June 12-3pm

#### **\*New Events/Initiatives**

- Rounders event—family; possibly someone who would lead on it.
- Change Fun Run time of academic year and maybe change to a Colour Run (Claire)

#### **\*Funding Requests**

- none today but £4000 coming for phonics books
  - could do targeted funding for this

#### **\*Dates for Diary**

11 July – Family BBQ

#### **\*AOB**

- Reviewing our 2024 PTA Policies
- Finances:
  - request for payment (but not reimbursements) needs to be accompanied by invoice
  - Reimbursements:
    - Can we add payees—call Bankline
    - Also ask about time limit from approving payments—can we make it longer.
  - Could add treasurer email address
  - Folder on Drive with all receipts/invoices

#### **Further Action Points**

- Do a wrap up at the end of the year saying all we've done, as we've done in the past
  - Do a thank you, amount raised, highlights of what we've funded, and thank all volunteers!
- 1 Minute video mashup of what the video has funded
- For those parents who do fund matching, Becky and Alison will write a letter saying where the money has gone.
  - Also, can ask if they have a preference for where money goes
- Keep survey open for parents to respond
- Pancake flip to move to specific date—either 12<sup>th</sup> or 13<sup>th</sup> Feb. better on 12<sup>th</sup>, a Thursday because more staff present
- Set events dates
- Set PTA meeting dates—alternate morning/evening
- Change fun run to afternoon
- Photos for PTA members on website
- T-shirts/badge for PTA members
- Simplify sign on for raffle.
- Extra food for day-of purchases?
- Mark: event geared toward dads; at the school
  - 5 a side football tournament
  - Tennis
  - Camping on the field
- →ask Will (NFL) about an event
  - Will could also bring a famous/inspiring person to speak at the school