



## Heathside Walton On Thames School – PTA Meeting Minutes

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*Date:* 29th April 2024 | *Time:* 19:30 | Leadership Team – Nicki Hammerton, Charlie Shore, Amanda Eastwood, Mike Judd, Joe Hoare - Tim Lebihan on behalf of the School

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### In Attendance

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Rocio Thompson, Sahara Munka, Klaudia Szabo, Karen Mason, Kieran Eastwood,

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### Welcome and Apologies

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Welcomed everyone to the PTA Meeting, held at Heathside Walton on Thames School. No apologies received.

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### Constitution & Charity Status Update

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MJ provided update on governance/constitution. Heathside Walton PTA is now registered as a charity with Charity Commission. HMRC application has been lodged and is expected to be approved mid-May. Final accounts being prepared for Friends of Walton Heathside School. Attendees invited to ask any questions or provide objections. No questions/objections received. Resolution passed to transfer funds/bank account ownership. All funds will be transferred to Heathside Walton PTA and the bank account ownership will be transferred.

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### Accounts Overview

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NH provided overview of accounts and money generated so far from the fundraising initiatives:

Event / Schemes	Raised	Costs	Net
General Donations	£40.00		£40.00
£20.23 Challenge	£20.23		£20.23
Fundraising Schemes - Label Print	£45.72		£45.72
Fundraising Schemes - Giving Machine	£49.53		£49.53
2023 Christmas Disco	£348.84	£124.66	£224.18
2024 Quiz Night	£786.43	£148.35	£638.08
VM Cash Back	£0.40		£0.40
2024 Library Opening	£125.00	£28.50	£96.50
Spring Concert	£137.00	£32.23	£104.77
<b>Total</b>	<b>£1,553.15</b>	<b>£333.74</b>	<b>£1,219.41</b>

The quiz night was clearly the biggest earner so will look to build on parent facing events going forward. However, important to remember the reason for the event, e.g. the Christmas Disco was a very important event for the children and for which fundraising was not the main driver. Disco will likely continue to be for yrs 7 – 8. If yr 9 are keen, we could consider a separate event, but need to assess potential take up/desire within that age group.

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## Other Financial Update

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Discussion re process for funding requests received via CAMs (Curriculum Area Managers). Requests to be centrally tracked so PTA can decide which ones to fund, check budgets to set and fundraising needs. PTA to consider points such as benefit for children, extent of reach, cost.

TL querying if PTA would consider funding roles rather than tangible items. E.g. Trip Co-ordinator, which would be an uplift for an existing member of staff to take on the additional role.

Consider whether to have route by which parent community can make suggestions/requests. Potentially use a “suggestion’s box”. Promote email address as lack of physical presence in school now for most parents. Promote channels for communicating and engaging.

Looking into Payment Machine to take payments at future events.

Ideas for future fundraising:

- Ongoing direct debit
- Elmbridge lottery (to investigate other options)

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## Review of Events Held So Far

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- **Disco**
- 193 Children attended
- Fantastic support from staff, especially MR Stringer (DJ Pudd) and Mr Dinnage
- Crafts area unexpected success

- **Quiz**
- 88 Parents/Teachers attended
- Brilliant Quizmaster, Nick Wallis!
- Bar not a moneymaker – review of costs needed for future

- **Refreshments**
- Spring Concert & Library Opening
- Cake donations from parents greatly appreciated
- Shortage of cash suggests card machine needed.

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## Upcoming Events

- **School Sponsored Walk 2<sup>nd</sup> July** – PTA to provide refreshment stall in Hurst Park during lunchtime stop: **4+ volunteers needed**
- **Y6 Transition Evening 10<sup>th</sup> July** – Preloved Uniform Sale and general engagement re PTA: **2+ volunteers needed**
- **Summer Concert circa 12<sup>th</sup> July (date to be moved/fixed)** – Interval refreshments: **3+ volunteers needed**

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## Future Events & Ideas

- Continue to support existing school events. Will need volunteers to help cover these events, sell refreshments etc

General discussions/brainstorming re possible future events:

- Euros: England v Denmark game could provide a possible event opportunity. 5pm kick off on Thursday 20 June. Screening at school, sell refreshments, food (e.g. hot dogs/burgers) through in house catering. Discussion re whether appropriate to serve alcohol given family event. To be considered further. TLE to discuss school's position and report back.
- Colour Run – difficult to do this year as can't use school field. But full support to work towards hosting this event in summer 2025
- Parent facing nights: quiz night (inaugural event proved very successful); curry night; wine + cheese night.
- Sports events: tug of war, penalty shoot-out (against staff), basketball, dodgeball, bench ball, ,

- Creative workshops – e.g. youth graffiti workshops (KM subsequently provided details: [www.youthgraffitiworkshops.com](http://www.youthgraffitiworkshops.com))
- Virtual horseracing (KM subsequently provided details: [www.gotoevents.co.uk/virtual-horse-racing](http://www.gotoevents.co.uk/virtual-horse-racing))
- Fund a brick, or tree, or planter
- Abseil off school roof? Similar to annual event at St Mary's Church.
- Open Air Cinema

There was interest to try to arrange a summer term event. To investigate further the England v Denmark match.

ACTION: TL to check dates with school and feasibility, especially around alcohol. TL to check catering options. PTA to consider further.

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### **Dates for your diary**

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Potential target dates for events:

Yr 7 – 8 Christmas Disco: Friday 06 December 2024

Parents' Quiz: Friday 08 November 2024 (subject to Quizmaster availability)

Parents' Event (e.g. comedy night, bingo): Friday 07 February 2025

Summer Event (e.g. Colour Run): Friday 04 July 2025

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