

Hilltop First School

Hilltop Friends PTA - Meeting (Agenda) & Minutes 16th May, 2023 (8.30pm – 9pm)

Attendees:-

Hazwan Tajuddin, Teresa Tajuddin, Melissa Dods, Rose Ravel-Kebe, Kris Dian Equerra, Emma Taylor Cook, Sumreen, Julian, Seema Mohan, Anna del Re

1. **Thursday 25th May - Disney Disco night**

PARENTS/CARERS ARE INVITED TO PURCHASE TICKETS FOR THE CHILDREN TO JOIN IN THE FUN AT OUR DISNEY THEMED DISCO TO BE HELD IN THE MAIN HALL AT HILLTOP ON THURSDAY 25TH MAY!

PLEASE NOTE THERE ARE TWO SESSIONS BELOW FOR THE RELEVANT YEAR GROUPS:

NURSERY, RECEPTION & YEAR 1 - 3.30PM - 5PM

CRISPS & A DRINK & ICE POP INCLUDED IN TICKET ENTRY PRICE

TICKETS = £2.50 PER PERSON

YEAR 2, YEAR 3, YEAR 4 - 5.15PM - 7PM

SLICE OF PIZZA & A DRINK & ICE POP INCLUDED IN TICKET ENTRY PRICE

TICKETS = £3.50 PER PERSON

DISNEY THEMED DISCO

DISNEY OR DISCO DRESS

PARTY GAMES AND PRIZES TO BE WON

Ticket purchase is available on our Hilltop Friends PTA website from tomorrow AM / comms to go out in Wednesday and Friday school office emails.

- QR code included on the poster for ease of booking

2. **Sponsored Fun Run tomorrow (Wednesday 17th May) – to raise money for outdoor learning classroom (pavilion)**

- Reception to Year 4
- Sponsorship forms to go out in book bags this week
- Monies raised by the children to be brought back into school next week (w/c 22nd May)

3. **Another summer BBQ – similar to last year which was successful is being planned now**

- Friday 7th July – 5pm onwards
- School has now bought one BBQ for use, but another one/two needs to be sourced for the event
- Plan is to pre-cook the meats (sausages) this year and only use bbq's to heat up the food – due to high numbers of catering required.
- Ice cream/Ice lollies
- Bouncy castle - TBC
- Need as many volunteer/help as possible either prep or helping on the day

4. **We found an auditor to audit our accounts** – independent and local accountant. She has given us a discount (not expensive as we are a charity). Her name is Susan Shefford and she will charge £100 to do the audit and it will be carried out towards the end of June.

5. **School sound system** needs upgrade (for Summer BBQ/for Year 4 leavers sleepover and any singing or future school on going events). Needs to be modular.

- PTA need to look for a new sound system that can work alongside the old one or work independently
- Anyone who has any ideas/contact welcome (Julian may have!). **Melissa** to catch up with Julian (Bracken parent).

6. **Card reader:**

- PTA decided to buy a card machine no monthly fee but processing fee.
- Will trial asap to ensure it functions smoothly and is up and running in advance of the Summer BBQ in July.

Next steps:

- We need volunteers for Summer BBQ, may need to set up a follow up meeting to organise
- Pre-orders to be placed on the Hilltop Friends PTA website in advance, similar to last year to allow for catering numbers.
- Summer BBQ poster to be created.