

## Friends of Belton Lane – PTA Minutes

**Date:** 16-03-26

**Time:** 9am-10.15am

**Venue:** Belton Lane Children's Centre

### Attendees:

- Katie Done (KD)
- Amy Fox (AF)
- Nina
- Lindsay Gilbert (LG)
- Kate

### Apologies:

- Becky (Rebecca) Jones (RJ)
- Hannah

## 1. Welcome and Introductions

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## 2. Review of Fundraising & Activities

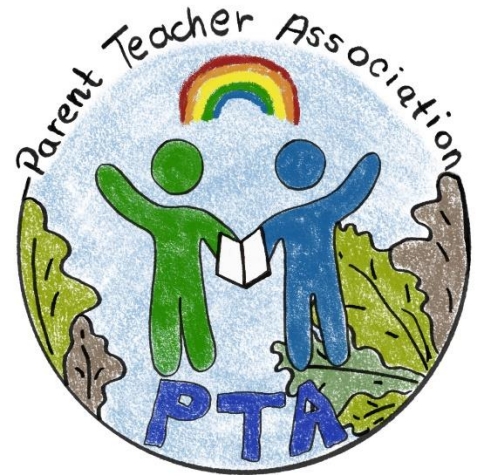
**Current Bank Balance: £1168.36**

### Events Since Last Meeting:

- **Tuck shop**
  - A great success. All agreed it was a great community atmosphere, and the children and parents were grateful for the event.
  - £133.90 was taken on the day and we sold out of sweets!
  - Lessons learnt from this one will be taken forward at our next event. See points below.

### Events Confirmed:

- **School Disco**
  - Date in the diary 31/03/26
  - DJ Booked. Same as last time at £130
  - Same ticket price as last time £3 a ticket



- Ticket includes a glow stick, bag of sweets on arrival, unlimited water and juice, and one snack.
- We will buy less snacks, around 170/180 each of crisps and sweet snack. We got around 250 last time and had leftovers. We have managed to sell a lot of these at the tuck shop, and some are still in date so can be used for this disco.
- Volunteers already include – Katie, Becky, Amy, Nina, Lindsay, Kate, Hannah
- We will use the bunting but not the lanterns to decorate the hall
- KL to make a fabric streamer curtain. They liked the glitter curtain, but it didn't last more than 5 minutes
- We have bought a bubble machine. We can use this for the disco but also to draw attention to us when we hold tuck shops and other events like the summer fayre.
- We bought some streamers and large beach balls. Beach balls to be reused each time.
- Prizes for the dancing weren't great last time. We have bought some and will attempt to make some Easter bunnies as prizes. Any volunteer's welcome!
- We need to bring our own tea towels this time so we can dry up cups.

- **Easter Competition**

- Decorate the egg, cut it out, put your name on it and give it back to the school - Becky will make the egg template
- Katie has sent some letters to some local shops asking for prizes. Morrisons have donated 8 small eggs.
- 1st prize for EYFS, KS1 and KS2 - large egg - cuddly toy
- 2nd prize small 2 eggs for EYFS. 3 for KS1 and KS2
- 50p per entry although we will confirm this is possible as a minimum on Arbor.
- Poster to advertise easter egg competition, and easter egg to be circulated by the 20<sup>th</sup>.
- Amy to source prizes - medium size egg and a cuddly toy

- **Tuck Shop**

- End of term tuck shop confirmed 02/04/26
- Ideally, we need around 6 volunteers
- We discussed that we would try selling doughnuts this time alongside the sweets. The idea went down well. We can get parents to pre order them ahead of time and pre bag them and then have extras. The cost is 87p per doughnut from Watkins but a 10% discount on bulk orders. We agreed to sell £1.50 per doughnut or 4 for £5 would be fair. Flavors available are chocolate, rainbow, caramel and Biscoff. Katie will set this up on the SumUp website for pre-orders.

- All sweets to be pre-bagged. We have bought some sweet jars which will hold an example of what is in the bags and can be reused each time. We have bought smaller sweet bags. Would any children like to help with this over lunch time?
  - We have also bought a set of 10 tongs
  - **Year 6 Celebration Disco**
    - A loose date of 21/05/26 has been discussed. 5-6.30
    - We need at least 8 parents to help run and organise this from the Y6 parents. Further discussion to be had when this committee is set up.
  - **Christmas Panto**
    - Beauty and the Beast booked in on 16<sup>th</sup> December. Same company as last year.
    - Cost is £825, PTA to pay. The money raised from the Christmas hampers will cover this. This is how it has been paid for in the past.
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### 3. Recent Spending & Equipment

- Disco – Bubble machine, streamers, balloons, glow sticks, beach balls, bubble solution
  - Tuck shop – sweets, tongs, sweet jars, paper bags
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### 4. School Lottery

- Some parents were unaware of this so we will ask for the school to circulate it again. It went out when Arbor was quite new and they may have missed the notification
  - A Facebook post was shared again recently
  - We have had payouts of £70.80 come back to the PTA to date
  - We use the license that the school already had, and we report back to LCC every 3 months
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### 5. Discussion Items

- **Year 6 Disco** – Get a committee together. Amy is a year 6 parent and will try to gather some volunteers
- **Encourage people to download the easy fundraising app**
- **School Tea towel or tote bag** – Trial this with the Y6 leavers and aim to launch in September. This idea was welcomed alongside the idea of Christmas cards. We will look into companies we can do this with.

- **Terracycle** – free programs include bread bags, plastic bakery packaging, pringles tubes, biscuit wrappers, cake wrappers and cracker wrappers. Free to post back and you can earn points to spend on uniform and activities. This idea was welcomed. We discussed where we could place it. You don't get a display unit or box with the free ones. We could get a sealed container that we can weigh down and keep in the playground undercover as we are conscious there isn't room in reception. We can ask if there are any children that would like to volunteer as an eco rep and they can let us know when the box is getting full and we need to sort it and post it off.
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## 6. Any other business

- A few of the parents in the PTA have been new mid-way through the school. They suggested it would have been nice to be sign posted to the PTA, the WhatsApp group and / or the Friends of Belton Lane Facebook group. We would like to put together a leaflet that can be given to new parents joining the school in reception and at any point in the school year.
  - It would also be helpful to design a banner that can be put on display on open days and events that we hold.
  - LG asked if there had been any other discussions about movie nights as this was popular last year. We will keep this on the agenda so we can discuss it after the disco is out of the way. Do the school have a white screen/projector or is this something we could raise money for.
  - A parent has recently donated a large teddy to the PTA which will be a perfect guess the teddy stand for the summer fayre.
  - Thank you to the children's centre for letting us use the space.
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## 7. Date of next meeting TBC

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## 8. Actions from the Meeting

- Any actions that have a cost to be actioned after the school disco to ensure we have funds for the panto, DJ, disco expenses and Easter competition prizes.

<b>Action</b>	<b>Responsible</b>
Buy disco snacks	AF
Make Balloon Animals	KL and anyone else that can help

<b>Action</b>	<b>Responsible</b>
Make streamer curtain	KL
Designer Easter Egg Competition	RJ
Ask more companies for competition prizes	KL
Buy prizes for competition that we can't get donations for	AF
Get sweets for tuck shop and bag them up	KL and any other volunteers
Organise Doughnuts for tuck shop	KL
Put a Y6 Disco committee together	AF
Circulate School Lottery	KL
Set up Terracycle	KL
Look into tea towels and Christmas cards	TBC
Put leaflet together for new starters	TBC