



## Hollyfield Parent Teacher Association Meeting

### Minutes

31st March 2021 - 7.00pm

### Zoom

**1. Welcome.** Gayna welcomed everyone.

**2a. Apologies for absence.** Amy Jackson, Colette Morgan Russell, Betsie Geere, Hedwig Harma Sayeed, Andy McDevitt, Nicola Johnson.

Those present: Gayna Brice, Andie Ross, Alison Jeffries, Stephen Powell, Liz Mitchell, Farzaneh Chelouei.

**2b. Introductions.** Those present introduced themselves.

**3. Update from Chair.** The minutes of the last meeting were agreed. Gayna didn't have a specific update on anything that wasn't already covered in the agenda.

**4. Treasurers Update.** Stephen reported that he had received both Gayna's and Andie's expenses for the food bank top up shops and cheques would be forthcoming. He had tentative good news in that access to online banking may have been given, despite NatWest denying the process had been started, despite digital evidence received to the contrary, lost alterations to personal details and NatWest sending correspondence to the wrong email address. Signatories should receive an email and text enabling them to access the account online. He felt the way the process had been handled had been absolutely appalling and had raised a complaint that, as yet, had not been addressed. He suggested it was a good idea to look into transferring to another bank but not before the current process was completed. Gayna reported that she had started some research that had uncovered that several PTAs were having the same issues with NatWest but had been several recommendations for Barclays, which has online banking with a dual signature policy and one recommendation for Metro bank where another PTA had been given £1500 on joining but this was uncorroborated. She suggested investigating these two as well as online banking would be needed for event banking. It was agreed to keep the bank move on the agenda but to continue with NatWest at present.

Unfortunately and due to the above there wasn't an up to date bank balance but monies should have been received for uniform and food bank donations.

**5. Food drive.** The Easter food drive had been very successful meaning every child received an Easter egg and every family an Easter treat bag. A £20 Sainsbury's voucher had also been included in each bag. It was reported that the food bank continues apace and was hopefully moving to its more permanent location in the old music block on the last Saturday (17th) of the Easter holiday, reliant on the music department being able to fully move to its new building during the holiday. There were still lots of donations coming in from the parent body, including some monetary donations and the DLAG were still delivering weekly. Andie reported that despite Waitrose, Surbiton being very helpful in allowing an earlier donation pick up to ensure it could be incorporated into the Monday morning delivery, the Fareshare donation had been a little disappointing on both amount and quality and if this continued she would look into being signed up with another local supermarket. She also reported that they now had enough strong plastic bags to keep the deliveries going for the foreseeable future and that Gayna had made some reusable fabric bags in which to put the plastic bags to help prevent the handles breaking on transfer. There are also two 6th former students now helping load the minibus on Monday mornings, which has eased the loading process considerably.

**6. Second Hand Uniform.** Following the recent Parentmail asking for uniform donation, items had started to trickle in and stock levels were beginning to rise. There were still a few items, from the initial request, in February, that still hadn't been picked up and if they were still unclaimed after the Easter break they would be added back into the stock.

Gayna suggested sending out a targeted Parentmail to the year 11 parents before the end of May requesting donations as they would no longer be needing their uniform once the exams were over.

**7. Funding Requests.** A request had been received from Miss Kaplan asking for an 'any sum' funding to help improve the green areas and school surroundings.

Gayna reminded the meeting that the PTA had funded the gardening club in the past and part of their remit was the school surroundings. She wondered if it would be good to put out a request to parents asking for unwanted seedlings, bulbs and flowering plants and to develop a weekend working party of like minded gardening enthusiasts to prepare the ground and plant.

Gayna suggested approaching the local garden centres for funding help or plant donations and maybe local allotment associations if they could help.

Liz said she'd ask the head of volunteering at her work to see where they found their volunteers from.

It was decided that it would be better to offer these solutions rather than money

**Liz to find out where her work gets their volunteers from.**

**Gayna to email local garden centres.**

**Andie to email Miss Kaplan the funding request form and tell her of the other ideas.**

**8. AOB.** Gayna reminded the meeting that in previous years the PTA had provided breakfast or lunch before all the GCSE English and maths papers, where simple food and drink had been provided, ensuring every student had the open to eat before the exam and were at school in plenty of time, and wondered if it would be good to offer something similar this year, despite the different exam format. It was agreed that it was a good idea, so long as the school agreed and it could be administered safely.

**Andie to email Amy re GCSE breakfast logistics.**

Gayna thanked everyone and closed the meeting at 7.40pm

**Date of the next meeting: 5th May 2021**