



COOKHAM DEAN PRIMARY SCHOOL PTA MINUTES

of the meeting held on Friday 17th July 2026

ATTENDEES:

Marie Hepworth [MH] 1/5
Maddi Parkinson [MP] 1
Isadora Bennett [IB] R/5
Mrs Reekie [FR]
Michelle Patiar [MiP] 1/3
Tanya Srikanthan [TS] R
Sylvia Rai [SR] 2/4

Clare Parks [CP] R/3
Holly Jenkins [HJ] R/3
Vanisha Kneafsey [VK] 1
Tori Dixon [TD] 5
Helen Jackson [HJ] 2/4
Michael Jackson (MJ) 2/4
Olivia Wiles (OW) R/2

1. WELCOME AND THANKS

MP opened the meeting and thanked everyone for coming.

No formal apologies were received, but SR passed on apologies on behalf of Michelle K (Yr 2).

MP stated it has been a very busy term and period since the last meeting and wanted to give thanks for the following:

- Child Choice day run by the central team – the kids enjoyed it and there were lots of different choices being displayed
- Legoland tickets, managed by MiP – very popular again
- Sports day refreshments run by Reception – quite busy this year
- Summer Disco – thanks to Year 5, and TD offered her own thanks to everyone who helped as it was a wider effort than just Year 5 and there were quite a few volunteers from Reception. FR commented it seems like the KS1 is well attended and the KS2 is a lot quieter. TD pointed out that a lot of Yr6 came as they had their VIP room which works well so it may have seemed quieter.
- Summer Fete – thank you to MiP and CP for taking the lead with the organization leading up and, on the day, but also thanks to everyone who helped and attended
- Auction – thank you to Marie
- The fantastic raffle was run by Yr 3
- Musical soiree refreshments run by Yr 3. Lots of good feedback about the way the event was split into 2 halves, was especially helpful for the younger children. FR commented that she will run the same format next year as the teachers were also happy.
- Yr 6 cricket event earlier this week – very hot and busy, Yr 6 did a great job
- And finally, the Yr 6 production just last night – was a great night and a real tearjerker!

MP also wanted to round off the year by giving a big thank you to EVERYONE for their support over the past year, whether it was baking cakes, volunteering time, sourcing prizes, buying bar stock, providing ice, selling secondhand uniform and of course spending money at our events.

FR also offered her thanks on behalf of the school, not just from a financial view but all the time and

effort from parents and carers. To put our efforts into context, FR is aware that another school in Maidenhead raised only £700 at their school fete, so our number is incredible. FR also mentioned that someone had commented to her that when looking at schools, some parents look at how much money is raised by the PTA as it indicates a good community spirit.

2. FINANCIAL UPDATE

MiP ran through the fundraising figures as follows:

- Child Choice Day - £400
- Legoland Tickets - £337
- Sports Day refreshments - £115
- Summer Disco - £365 (this is in line with 2025)
- Musical Soiree - £310
- Yr 6 Production – not final, but approximately £170
- Leavers vs. Remainers cricket – total of £1700

Leavers vs. Remainers

MiP explained that not all of the money raised at the cricket goes to the PTA. Also because some of the costs from 2025 came in late (after August), these have been allocated against this years cricket so will seem lower.

MiP also commented that historically the allocation of the funds has been difficult. In the past, the Just Giving amount goes to the PTA. Then the money raised from the stalls is split between PTA (50%), Yr 6 Party (25%) and Present for school (25%). The difficulty comes, when MiP is getting requests to pay invoices that don't represent the split, and therefore the gift ends up being less.

After a discussion, it was agreed that going forward if the amount raised does not cover the full cost of the gift, then the PTA would cover the remaining as part of the wishlist. Therefore, the gift needs to be agreed with FR and signed off in the subsequent PTA meeting.

Summer Fete

MiP also confirmed the Summer Fete raised a total of £13,000 and gave a detailed breakdown. The key figures are below:

- Café £735
- Mocktails, ice-cream and sweets £392
- Bar £998
- BBQ £1295
- Silent Auction £5,423
- Raffle £1,851
- Entry fees £1,256 – this is £500 more and likely due to the teachers being able to take card payments on the gate

MiP confirmed that £34,000 has been raised this year which is more than last year.

3. ITEMS FOR DISCUSSION / VOTE

Wishlist

FR requested the following items:

- Simon Pole poet workshops for KS2 in the Autumn term - £250

- isingPop – costs £2,500 but FR has charity funding so asking for a contribution of £900 (Note: the charity funding will not be available next year)
- School trip funding - £500 per class, total £3,500
- Would like to ask for an additional £1,000 per term on the usual curriculum spend contribution – total £12,000 (previously £9,000)
- Additional reading scheme book funding to ensure books for every child – approx. £5,000
- Sound system speakers – cost TBC. Looking for a more simple system for the hall.
ACTION: IB will ask Chris to provide spec
- Air-con in the school hall - £8-12,000. The supplier that fitted the units in the classrooms has advised that 2 units should be enough. It was commented that perhaps we start with this and if we need additional then we can address in the future.

The above was agreed by all.

MiP requested that the PTA buy 2 new double gazebos (£250 – 300 each) for the school as we had to throw away some gazebos this year due to the mice in the shed. This was also agreed by all.

There was also a suggestion that shades (sails) might be helpful over parts of the playground (for example over the trim trail) to offer more shade in periods of hot weather. It was agreed this could be a good investment for the future.

FR gave a quick update on the outdoor classroom – planning permission has been granted and she had an initial planning meeting 2 weeks ago so it is in progress.

FR also commented that she would be looking for parents volunteers to help clean the pond over the summer. She will check diaries and communicate in due course.

MiP confirmed that she would move £20,000 into the market account over the summer holidays to gain the high interest rate. She has not yet paid the full amount for class coaches – **ACTION: FR to look into.**

Summer Fete Feedback

MiP commented that she believes we need wraparound to manage the toilets full time as the one toilet is not sufficient and 1 parent used the child toilets which is not appropriate. We may need to look at portaloos in the future.

Recycling was much better this year (CP very on it!) but still a struggle and committees going through bins at the end of the event.

Bar at Christmas performances

After a discussion, it was agreed that providing a bar and paying for a TEN licence is not worth it for the Christmas performances. The bar only makes about £40 – people are more interested in getting a good seat than buying a drink. Refreshments will still be served for the Reception nativity (no TEN required).

Village Fete Auction

The PTA has agreed to manage the silent auction for the Cookham Dean Village Fete in September for 70% of the profits. CP is managing and asking for anyone willing to help send email and organise collection of donations.

We will also need to provide presence on the day. Please contact CP if available.

Apple picking

TD confirmed that we will be producing apple juice from the school's apple tree harvest, we will not be making chutney. Esme Howarth will be co-ordinating. There will also be a competition running for the children to create a design for the bottle labels.

3. UPCOMING EVENTS

The following events will take place in the first term next school year:

- FR confirmed 11th September for Reception parents coffee morning
- Gravity Grand Prix – 13th September
- Cookham Dean Village Fete – 20th September. Teachers along with Yr 6 pupils will manage the stall
- Boundary Walk – 5th October – TD managing
- Autumn Disco – 22nd October

4. ANY OTHER BUSINESS / NEXT MEETING / CLOSE

The next PTA meeting will be held alongside the AGM in late October – date TBC. **ACTION: MH to send FR possible meeting dates.**

There was no other business and the meeting was closed.