



COOKHAM DEAN PRIMARY SCHOOL PTA MINUTES

of the meeting held on Thursday 23rd October 2025

ATTENDEES:

Pippa Jeans [PJ] 3
Michelle Patiar [MP] 1/3
Marie Hepworth [MH] 1/5
Jessica Harris [JH] 5
Isadora Bennett [IB] R/5
Mrs Reekie [FR]
Sylvia Rai [SR] 2/4
Holly Jenkins [HJ] R/3
Vicky Holloway [VH] R

Jana Harris [JaH] 1
Maddi Parkinson [MP] 1
Emma Lange [EL] R
Georgina Francis [GF] R
Tori Dixon [TD] 5
Dan Pearson [DP] 5
Clare Parks [CP] R/3
Vanisha Kneafsey [VK] 1

1. WELCOME, THANKS & FINANCE UPDATE

PJ opened the meeting and thanked everyone for coming on this very hot evening.

Apologies have been received Apologies from Chanel Ledgerwood, Gemma (Yr 4), Claire Greenwood, Abbe Oxley, Jo Steele and Lisa (Yr 2).

PJ ran through the events/fundraising efforts that have taken place so far this year:

- Gravity Grand Prix – thank you firstly to the amazing kart team for another amazing masterpiece and to Yr 4 for running the café. MP confirmed we raised £1800. DP mentioned the kart team would be very interested to hear ideas on how we could make more money from the kart side of things. DP also confirmed that the rocket went to TVAP to be repurposed there
- Boundary Walk – big thank you to Becky, MP confirmed we raised £730
- Cookham Dean Village Fete – this year was managed by the teachers and monies raised went directly to the school.
- Spooks & Sparkles Disco that took place just a few hours ago – thank you to Year 2.
- Chutney – thank you to Heather, Esme, Tori and all the chutney makers as well as all those that helped with the apple picking. Some of the apples will also be made into apple juice this year.
- Second hand uniform – thank you to Holly, who was seen on the first day of school with lots of bags fulfilling orders! She goes above and beyond replacing elastic and sewing on buttons. Also thank you to Liv in R/Yr 2 who took all the smelly uniform and washed it! It was noted that the reception class have bought lots this year.

PJ also thanked the following:

- Charlie for creating the jotforms for any ticket events or any events where we need to collect data. This makes the events so much easier and is a brilliant help
- To Tori smashing out the posts on social media. Tori originally took on this role temporarily so we are appealing for someone else to take this on – MP (Maddi) confirmed she is happy to take over once Tori is ready.

2. ITEMS FOR DISCUSSION / VOTE

Summer Fete Theme - PJ announced that we are planning a World Cup theme for the Summer Fete this year. CP is already working on aspects of the fete including securing Savills as a sponsor.

PJ wanted to remind everyone that any costs need to be brought to a PTA meeting for approval before any purchases are made. We need to follow the correct procedure but we are happy to hear any ideas that will benefit the children. This does not include any expenses for events that are already on the calendar.

Also another reminder that all beverages are purchased centrally by the bar team so please do not buy anything yourselves for an event. This does not include hot drinks (teas, coffees, milk).

Update on the wishlist – FR requested the following items:

- £150 for OPAL items
- £400 to contribute to isingpop – this costs £1200 in total
- £495 for Young Shakespeare performance of Romeo and Juliet for KS2
- £700 for resources to support the new maths scheme
- £3500 (£500 per class) to support school trips (coaches etc) as with previous years
- £4500 for new ipads for KS2 as the current ones are 8 years old. These would continue to be used also
- £182 for a new bird box with a camera requested by Mrs Satterley. The previous one has been stolen.
- Total cost £9,927
- **Those present voted and agreed to all items**
- FR also requested a new sofa for the lobby area as the current one is disgusting! Price TBC. It was suggested to ask furniture shops for a donation in the first instance
- FR mentioned that the school are currently looking into a semi-permanent structure for the outdoor classroom and requested we continue to ringfence the £10,000 previously agreed.

FR also mentioned that the new teachers would like to understand how the Amazon wishlists work.

ACTION: IB to set up 'how to' sessions with the teachers

IB mentioned she is working on getting the bar cupboard reinforced so that it is secure. She requested £300 for a crate for glasses – something that is secure to ensure glasses remain clean between events as it is a lot of work to have to clean them prior to use each time. However we would need to find a space for the crate – the PTA shed would not ensure they stayed clean. IB and FR to have a conversation about finding space. £300 was agreed if required.

4. UPCOMING EVENTS

- Bingo night 6th November – there is no team set and anyone is welcome. Ticket includes a free jelly shot!
- Bonfire night 8th November. Lanterns will be sold at school pick up on Friday 7th. The bonfire organising team are asking for any help to tidy up on Sunday for 1 hour. Volunteers for the night are all sorted.

- There will be a mufti day on 28th November in exchange for raffle donations. The Christmas raffle this year will be online this year. Previously we have sent out £25 of tickets per family which a lot of people just go ahead and buy so there is a risk that people may not buy as many as there is not a perceived amount to give. We will be asking classes to share the link far and wide and will have QR codes on the gate as well as an email from school, presence in the newsletter and social media posts.
- The raffle draw will take place on 12th December at the Friday celebration assembly (children only) – this is so we have a week before school closes for Christmas to distribute the hampers to the winners. The Santa sing-along will take place on the last day as usual (Friday 19th December)
- Christmas jumper day is on XX – this is not a PTA event so just FYI
- Christmas tree sales will go live soon – Kim is on it. This year we are ordering a few less trees to avoid the excess stock we have had the last few years.
- The Christmas tree pick-up party will be on Saturday 6th December. There will be crafts, mulled wine, Copas turkey rolls.
- Panto tickets will go on sale after half term. The panto is Peter Pan and takes place on 12th December. We are limited to 52 tickets and sales will be first come first served.
- The Reception nativity will take place on 16th December at 2pm
- The Yr 1 & 2 nativity will take place on 9th December at 6pm
- The Yr 3 & 4 Christingle will take place on 1st December at 6pm but this year will be at the church. PJ wishes to still run a bar – it was agreed mulled wine and hot chocolate only.
ACTION: FR to liaise with the church to see if this is possible and MH to organise the TEN
- We will be serving mulled wine at the Copas turkey pick up day on 23rd December. We appreciate it's a busy time but would lovely any help. Last year we were the most profitable stall at the event so it's very worthwhile.
- And then looking to next year we will kick off with the Swimathon on 11th January – more information will follow shortly.

5. ANY OTHER BUSINESS / NEXT MEETING / CLOSE

PJ mentioned she would like to do a DBS drive – often we have people who want to volunteer but it's too late to get their DBS sorted in time. FR was concerned this would be too much pressure on the office.

TD wanted to say thank you for the money for the library that was agreed last year.

NEXT MEETING will be held on 23rd January at 2.15pm at school.

The meeting closed.