



Copdock Primary School Parent Teacher's Association

Registered Charity No 102651

Copdock PTA Meeting Minutes

8/2/23- Virtual

| Attendee's | |
|------------------|-----------|
| Hannah Carpenter | Kim Noble |
| Laura Houlden | |

| Upcoming Events | |
|-------------------------|---------|
| Friendship Friday Disco | 10/2/23 |
| Easter Trail | 26/3/23 |
| Community Fete | 8/7/23 |

Apologies

Heidi Cross

Friendship Friday disco

Final numbers- 64

LH and HC to purchase food/drink on morning of event.

Charge for Tea/coffee 50p, doughnuts 50p for adults.

Safeguarding- sign in/out for children who's parents aren't staying.

Risk assessment- HC to do.

Easter Trail

Outside Studio to charge a small amount- HC to find out costings.

Price- TBC depending on prizes.

Easter crafts- nature, forest crafts, egg carton nature trail- KN to organise

Pre-orders for food. Bacon/Sausage roll, pastries.

End of term Easter Eggs

To be purchased when on offer.

Community Fete

HC has contacted Parish Council regarding use of the Village Hall field on 8th July.

Year 6

Parents have made own arrangements for leavers do. PTA have agreed £28 budget per child.
Parents to order own hoodies.

Other Business

LH has done returns to Babergh District for 100 club (Sep 21- July 22 and Sep 22- Jan 23) and raffle tickets Christmas Fayre.

LH has filed the annual return with the charity commission

Laura Houlden (treasurer) and Kim Noble (secretary) to step down from their roles at the end of the school year (July 2023). Laura and Kim will help to recruit new members and will still continue to support future events.

Next meetings

March 22nd 8pm
April 26th 8pm
May 13th after school