

Southville Primary PTA Meeting Minutes

Tuesday 10 March 2026, 7.30 – 8.30pm



In attendance:

Sonia Adams (Co-Chair & Lemur), Helen Beach (Chair & Lemur), Melanie Zaalof (Secretary & Badger), Stuart Newman (Badger), Diana Mansbridge (Octopus), Charlotte Todd-Brady (Starfish), Sam Grant (Lion), Barbara Bauduin (Falcon), Kirsty (Kiwi), Martha Lewis (Honeybee), Danielle Maekpeace (Hedgehog), Rachel James, Megan Henley

Apologies:

Lucy Pook (Kangaroo), Julia Pollard (Butterfly), Cristina Rodrigues (Jellyfish), Liz Newton (Puffins), Gareth Potter (Deputy Head Teacher), Jen Gibson (Chair of Governors), Katarina Philips (Starfish), Clare Abeysekera (Jellyfish), Rachel Denny (Jellyfish), Sarah King (Bears), Evy Louzoi (Flamingo), Jo Sira (Fox), Jodie Partington (Koala), Faye Johnson (Penguins), Jenny Cooper (Starfish), Helen Jackson (Pelicans), Mike Doyle (Koala), Chloe Brooks (Jellyfish), Emily Moore (Penguin Teacher), Soraia Torres (Bears), Jess Swingler (Butterfly & Leopard), Cheryl Franklin (Honeybee), Emily Clark (Kiwi), Jon Kerswell (Heron), Kate Jeffery (Falcon), Kate Yardley (Kangaroo), Kate Myers (Flamingo)

Chair's Welcome

SA chaired the meeting and welcomed everyone.

Treasurer's Report

The Beginners Ball made £129 profit.

Between the bank account, savings account and cash we have over £41,000. However, of that we have approximately £13,100 ring fenced for things previously agreed with the school. This leaves us with circa £28,000 for funding future school enrichment.

Quiz Night

SN confirmed that the alcohol license had been secured.

PTA agreed that we would offer red and white wine including selling per bottle, G&T cans and soft drinks. Plus some bar snacks.

Bristol Beer Factory to provide beer and bar supplies.

We need 10 tables to run the event. We have currently sold 5 tables so need a marketing push.

We have 3 volunteers so far.

Actions

- HB to make posters for school gates
- HB to ask reps to share quiz info with their classes
- SA to source prizes – will be a mix of vouchers and alcohol
- SA to source alcohol and glasses

Spring Disco

We agreed that no decorations will be hung in the hall.

We agreed to offer glitter swooshes and these will be done next to the signing in area.

We decided that accessing the hall via the MUGA was best.

To improve safety we will have 2 volunteers on the fire exit door when students are leaving to ensure that everyone has a grown-up with them.

We discussed putting Easter themed crafts in the quiet room but need to make sure that it doesn't become too busy as it should be a space for those that need a break from the hall.

Actions

- Reminder to be sent to all classes after quiz night
- Reps to encourage parents to volunteer
- MZ to check glitter box and order any supplies needed
- SA to source crisps and squash
- SN to get cheque signed for DJ
- HB to inform Shine of the disco plans

May Fair

We agreed that an external ice cream van was too expensive. We discussed selling ice lollies instead.

We talked about ideas for new stalls. A pick and mix stand was proposed and a coffee van.

Raffle tickets have been ordered and will be distributed after Easter.

Actions

- HB to ask reps to share a save the date message
- SN to check if alcohol license has been applied for
- SA to share sign-up sheet for stalls before Easter holidays so classes have plenty of time to arrange things

Funding Requests

The school requested £300 for supplies to take part in the Arts Trail. PTA voted and agreed expenditure.

The school requested £11,000 for monkey bars to enhance outdoor play and learning. PTA voted and agreed expenditure.

The school have requested £8,000 for new flooring under the canopy outside year 1 classrooms. PTA voted and agreed expenditure.

We discussed the quotes that the school has provided, the challenges of funding items across split sites and noted that any overspends on the projects would need to be covered by the school.

PTA are aware of a potential future funding request to remodel pre-school playground area.

AOB:

We need a volunteer to take on the tea towels.

We need a volunteer to manage the Reception Summer Ball.

Event Dates for 2025/26:

20 March Quiz Night hosted by Kate Myers

1 April Spring discos Y1- Y6

9 May Summer fair

June Reception Summer Ball

July Sports day and End of year treat

Date of Next Meeting/AGM:

Wednesday 22 April, 7.30-8.30pm in person or on **Zoom/Google Meets**.

Location to be confirmed. We are considering meeting in a pub to see if this increases attendance.