

### PTA Meeting Ten of School Year 2017/2018 Minutes

**Present:** Andrea Towse, Catherine Coop, Cassie Harrison, Helen Metcalfe, Michelle Norris & Rachel Fisher.

**1. Apologies:** Jules Padgett, Sarah Norton, Tony Turner.

**2. Minutes of the last Meeting recorded on 5<sup>th</sup> June** – checked and agreed.

**3. Matters Arising**

**i) Play Costumes**

MN will draw up a list of all the costumes that have been collected between school and PTA.

**ii) Talent Show**

Thanks were given to Helen Rosie for organising this on behalf of the PTA, the trophies had been purchased at a cost of £24.00.

**iii) PTA Contributions - benches**

Mrs Sharpe was ordering the benches, timings dependant on when the company could deliver. The outdoor classroom would be discussed again on return to school in September.

**v) Other fundraising suggestions**

Thanks were given to Andrea Towse who had organised the World Cup sweep stake using our gambling licence. It was noted that we needed to sell tickets outside of school to complete sales. Thanks to all who have supported this, a profit of £49 was raised.

**vi) Second hand uniform**

A list will be collated by MN to detail the school uniform stored in the kit cabin so that we can let parents know what is available to purchase. It was noted that access was difficult due to the large amount of Brownies equipment stored. CH would talk to Brownies leaders to arrange a date to assist the clear-out since Brownies was no longer in operation.

**vii) Summer Fair**

Thanks were given for all the help, donations and support received at and in the lead up to the summer fair. Considering it was quiet on the day PTA were really pleased with the profit made which was around £480. Hot food had made £50, raffle £170, tombola £120 the rest from cakes, refreshments and other stalls. There were prizes left over which will be used for the Christmas Fair which will increase profit then. MN will purchase a new paddling pool for the hook a duck game as it leaked. It was also agreed to purchase a milk jug and some juice jugs. It was noted that the number of stalls we had was reduced due to a smaller number of volunteers available.

**4. End of Term Bingo Evening**

A good response had been received from parents indicating that they would attend the bingo evening so it was agreed to run the event. Due to time restrictions it was agreed not to purchase an alcohol licence. Refreshments of tea, coffee and juice would be provided free of charge at an interval. CH and HR volunteered to serve this. MN would purchase items for the tuck shop. CH would provide a float liaising with MN on charges once the snacks had been bought. The charge for a book would be £1, £6 for a sheet of books. Prizes would be for a line and house. A table would be set up for each for people to choose from a variety of small chocolate items for a line and house prizes would be a bottle or larger box of chocolates. MN would purchase prizes and ensure there were enough bingo books. The event would start at 6.30pm and setup at 6pm. Rebecca Wilkinson had offered to be our caller. CH would advertise on facebook and MN in the newsletter.

**5. Year Six Leavers Event**

The year 6 leavers event had been organised by school and year 6 parents at a cost of £12 per child. There were 10 children in year six so the maximum cost to PTA would be £120. It was agreed that PTA would fund this. MN would liase with school to let parents know.

## **6. Library Books**

It was agreed that £150 would be made available for the purchase of new library books. RF & HR would compile a list and organise purchase.

## **7. AOB**

### **a. Teatowels**

There were a few teatowels left – it was agreed to sell these at the bingo night for £2 each.

### **b. Summer Round up**

It was agreed the AT would produce a summer round up of PTA activities to include in the newsletter as a thank you and to show what PTA have raised and funded during the year.

### **c. Sports Day Ice Creams**

It was agreed that PTA would provide ice creams for the children on sports day as usual.

### **d. Ice Cream Friday**

Ice creams would be available to buy after school on Friday 29<sup>th</sup>.

**Next Meeting: TBC, September 2018**