

PTA Meeting Two of School Year 2018/2019 Minutes

Present: Alex Smith (AS), Catherine Coop (CC), Cassie Harrison (CH), Helen Rosie (HR), Michelle Norris (MiN), Rebecca Wilkinson (RW), Sarah Norton (SN).

1. **Apologies:** Andrea Towse (AT), Rachel Fisher (RF), Jules Padgett (JP), Megan Norris (MeN).
2. **Minutes of the last Meeting recorded on 20th September** – checked and agreed with the addition of Rebecca Wilkinson to the apologies and the removal of “d) summer fair” in matters arising.
3. **Matters Arising**
 - a) **Play costumes** – still to do. **ACTION: MiN**
 - b) **Benches/outdoor learning space** – Mrs Sharpe was in the process of setting up the company supplying the benches as an approved supplier with the council. Mr S-R was considering the outdoor learning space proposal.
 - c) **Second Hand uniform** – Some stock had been sold at the end of term and MiN has a list of what remains. **ACTION: MiN to speak to Mrs. Sharpe re. storing it in school rather than the cabin.**
 - d) **Macmillan Coffee Morning**

The coffee morning had been well supported raising a total of £450. Discussion took place around how to either encourage more volunteers to help in the middle of the event or reduce the event to an hour. Discussion also took place around how to accommodate children who don't have the opportunity to come along as they have parents working or unable to attend. PTA would ask if it would be possible for all children without family or friends at the event to be brought to buy a cake by a teacher. It was noted that other schools do this as two shifts, the first part of the event for children supervised by parents and the second for children with a teacher present. **ACTION: to be considered at the planning meeting for next years coffee morning.**
 - e) **NFU Farmvention** - **ACTION: MiN to speak to Mr S-R.**
 - f) **Race for Life for schools** - **ACTION: MiN to speak to Mr S-R.**
4. **Fundraising ideas for coming year**
 - a. **Tea Towels**

It was agreed to create tea towels every other year going forward. They had been very popular last year and PTA had sold 104 of 110 made. A tote / jute bag was proposed as an alternative at a purchase price of £2.95, sale price of £4.75. There would need to be two versions (juniors and infants) due to space on the bags so after discussion it was agreed not to pursue these at this time.
 - b. **Christmas cards**

The childrens designs had gone to print to ensure we didn't miss the deadline and it was agreed to have the same greeting inside the card as last year which was “Merry Christmas”. Order forms would be given to parents before half term.
 - c. **Coasters**

Childrens designs on coasters would be considered for Mothers or Fathers day gifts as the deadline had passed to get these created in time for Christmas gifts. It was noted that there were alternative products available to purchase with the Christmas cards should parents wish.
 - d. **Presents & Processo evening**

Much discussion took place around holding another event as per the previous two years due to its success in raising funds but also providing a fun evening for parents, friends and family. It was noted that

most of the profit was raised through the sale of prosecco. Sadly Jess Draper who took the main lead in organising and publishing the event no longer had a child attending the school so it was agreed to try something different this year. AS agreed to lead arrangements for hosting a race night instead. A date of Friday 23rd November was proposed to be held at school. Tim Smith (TS) was a licensee so MiN would liaise to organise a bar licence and establish if we could make savings through Tim. Alcohol and soft drinks would be sourced as cheaply as possible through AS or the local shop/supermarket on sale or return if possible. It was agreed that the event would be for adults associated with the school and we wouldn't advertise locally but encourage parents to bring along friends and family. Tickets would be sold in advance so PTA would know how many to cater for. A small raffle bought from PTA funds would be run. Bets would be kept to £1 and RW would assist with this. MiN would advertise the date in the newsletter before half term and a meeting would be arranged to finalise plans. **ACTION: AS & MiN**

e. Christmas Fair

A date of Saturday 1st December was suggested and would be checked with Mr SR. It was agreed to follow the usual format of events. MiN would set a date with Mr SR for a mufty day in return of raffle prizes at least two weeks before the Fair. HR agreed to create the raffle prize hampers from donations. The white pre-printed raffle tickets would be used for on the day sales and sales via bookbags before the event. It was agreed to run the sweet filled jar decorating competition again and sell the jars at the fair for £1. Further details would be finalised at a later meeting.

f. Disco

It was agreed to host a disco one Friday immediately after school sometime in the Spring term. A date would be set and further details discussed after Christmas if agreed with Mr SR. It was hoped that some teachers would stay along with parents who would be asked to supervise their children. PTA would consider hiring a DJ or enlisting a parent volunteer to be in charge of music and lighting. It would be for the full school, £2 ticket charge, £1 hotdogs and 20p sweet selection was suggested.

g. Family Social Event Sports Day

It was agreed to look into holding a social event following sports day since a lot of parents and family usually attend. Rounders, followed by refreshments and food were suggested and would be discussed at a later date.

h. Keyrings

PTA could source personalised lego keyrings attracting a £1 profit per keyring, sale price £3.25.

i. M&S with school

MiN would look into registering school with M&S as parents shopping for uniform could raise money (5% cashback) for the PTA at no cost to themselves in a similar way to easy fundraising.

j. Matchbox Challenge

It was agreed to run a fun matchbox challenge in the spring or summer term, where children get sponsored for collecting as many items into a matchbox as possible. Every child could be rewarded with a lolly and prizes given to an infant and junior winner for the most items in the matchbox.

k. Other events

Lots of brainstorming over other events took place, suggestions such as family BBQ, picnic, camp over etc. It was agreed to hold the following events, details to be finalised nearer the time:

- i. Spring Jumble Sale (inc bags to school collection following it)
- ii. Summer Fair
- iii. Cake sales
- iv. Ice cream sales

5. AOB

a. Presents from Santa

It was agreed that PTA would fund presents to all children from Santa. MiN would source personalised chocolate from Thorntons as gifts for each child in school.

b. PTA Contributions

It was agreed to fund a coach to the pantomime, if school was organising to attend one again this year. We also agreed that if there were any problems with the school funding the cost of the tickets as they have done previously, the PTA would be happy to help out with this to avoid having to ask parents for a contribution.

It was also suggested that the PTA could pay for activities which would enrich the curriculum such as Mad Science, Circus Skills, Little Zoo to You etc. MiN would let Mr SR know.

Next Meeting: Tuesday 30th October, 8pm, MiN house, Hornby.