

## **Minutes from PTA meeting held on 17<sup>th</sup> March 2016 at 9.30am**

Present: Clare Daniel, Nicola Aslam, Clare Lockett, Claire Carter, Rachael Thomas, Lisa Vose, Katie Davis, Caroline Kelf

Apologies: Leila Jerman, Natalie Lloyd, Sophie Taylor, Rosemary Bradley, Sheena Kalayil, Lynsey Baird-Nelson

### **1) Agree on minutes of previous meeting**

Agreed by all present.

### **2) Disco Review**

Funds made were more than previous year even though less attended.

Ms Daniel raised some causes for concern from the night including lack of supervision from adults (some children didn't have any), spilt alcohol on PE equipment, empty bottles and glasses around school hall during the disco and worship display ripped off wall.

In addition, there were a lot more unexpected tickets sold on the door (in particular, to last year's leavers). PTA to take this and all of the above into consideration when preparing next year's event. An adult rota within the hall was suggested and parental/adult supervision is compulsory for all ages of pupils attending.

### **3) Quiz Night Review**

£400 was made on the night even though the number of tickets sold were less than previous years. CL mentioned that some people didn't come because they thought they had to be in a team and this put them off. PTA to take this into consideration next year and potentially have a "Team List" where ticketholders can add their names. CD also mentioned that the event is open to family members and friends, PTA to acknowledge on invitation. The event will also take place a few weeks after half term in 2017 which should increase numbers.

#### **4) Bingo Night**

Date confirmed for Friday 22<sup>nd</sup> April, 6pm to 8pm. For clarification the evening is for the children however refreshments (including cakes, t&c and bar drinks) will be available for parents. Maximum 60. Actions are as follows:

- Liaise with Josie re cards & organize pens & cards for night – LJerman
- Apply for alcohol license – NA
- Organise prizes – NA/LJ
- Organise raffle ticket (on seat) prize – NA/LJ
- Add to flyer – CD (tickets available from 11<sup>th</sup> April)

#### **5) Bag to School**

LV to liaise with Josie as to when bags will arrive and take the lead on stapling. Bags will be sent home in book bags.

#### **6) Cake Sales / Second Hand Uniform Sale**

The remaining after-school cake sales take place on the following dates:

Weds 23<sup>rd</sup> March – Class 3 Reps

Thurs 26<sup>th</sup> May – Class 2 Reps

Tues 19<sup>th</sup> July – Class 4 Reps

The float from the cake sale on 23<sup>rd</sup> March will be used for the music night.

Second hand uniform will also be available to purchase on Weds 23<sup>rd</sup> March with the cake sale (every item £1). CD to sort old style uniform from items.

## **7) Summer BBQ**

Dates confirmed as follows:

1. Friday 17<sup>th</sup> June, 6-8pm
2. Friday 1<sup>st</sup> July, 6-8pm (reserve date if weather poor on 17<sup>th</sup> June)

Meeting to be arranged at the beginning of Summer Term to discuss organization of event in particular the food.

CLockett to design posters for all upcoming event dates and for the BBQ, display around school and within PTA display cabinet.

Famous Henry's have donated 2 x cut & blow dry ticket. To be used in Silent Auction at BBQ along with other prizes. Any donations welcome.

### **AOB**

AGM – date set for Friday 8<sup>th</sup> July at 9am in the school hall.

We currently don't have a catering manager for the PTA however it was agreed that the new system of having people allocated to individual events is working, especially now we are using Facebook as a communication tool. RB to be invited to attend Summer BBQ preparation meeting to advise on ordering of food in order for this task to be delegated out.

CD to add Fundraising events (Run and Bike Ride later) to Friday Flyer again.