

NOTES FROM PTA MEETING HELD ON WEDNESDAY 11 JULY

Present:

Andrew, Kirsty, Simon, Nicky, Nicola, Lisa, Hazel, Kay, Jackie, Helen, Duncan, Sarah and Lois.

Nicola welcomed Helen and Duncan Simmons to their first meeting.

1. Apologies

Apologies were received from: Shirley, Jean, Di, Fiona, Jane, and Helen.

2. Minutes of the Last Meeting

2.1 After School Activities

The **Gym Club** looks likely to continue in September with Y1/Y2. If the instructor can get assistance from a friend then up to 30 children will be able to attend.

A **Dance Fusion Class** is to run for twelve weeks during the first term. This is aimed at older children.

A **Football Club** is still to be arranged.

It is expected that we may be able to run an **Arts and Crafts Group** before Christmas.

The feedback from the **Questionnaires** in relation to after school activities is still with Di.

The ongoing problem of **helpers** for after school activities was discussed. Possible solutions included the use of a signing in sheet for parents to book children into an activity and then sign them out at the end of each session. Also to consider asking Andrea (?After School Club) to manage on our behalf.

2.2 Yellow Paper – Nicola to chase up invoice for PTA paper. **ACTION: ND**

3. Chair's Report

3.1 Thank You – Nicola read letter from Shirley thanking members of the PTA for all the support and hardwork, which had contributed to a 'wonderful year'.

3.2 Request for PTA Funds – Nicola listed funding requests from Shirley:

Sound and Light Equipment	£10,000
PE Equipment	£3,240
Blinds – Hall	£400
Blinds – Nursery	£190
Staging	£3,258
Staging Curtains	£500
Science Workshop	£325

Coaches (Beamish)	£800
Time-Capsule	£585
(Sainsbury have pledged £390)	

An issue was raised regarding the funding for the time capsule. A discussion took place as to whether this was to be privately funded by individuals. A figure of £600 was originally committed. It was agreed to fund what we had originally committed.

The total amount agreed was £19,298.

4. **Treasurer's Report**

It was reported that 95 leaves were sold (81 qualified for gift aid). There is currently £27,766.05 in the bank. This amount minus the committed expenditure leaves a balance of £6,000.

Nicola to discuss with Shirley regarding suggestions for spending this outstanding amount. **ACTION: ND**

5. **Summer Fair**

Feedback from Summer Fair:

To draw up a 'shopping list' of stock purchased. Items this year included:

40 Coconuts
 4 crates of Lager
 4 crates of Beer
 15 lbs of Strawberries
 8 large Chocolate Bars
 3 big bags of Charcoal

Other suggestions included:

Location of BBQ and to ensure this is fenced off. To consider appointing a BBQ Co-ordinator to manage/control whole process. To purchase 4 oz/cheaper/flatter burgers for BBQ.

To appoint a 'Raffle Co-ordinator'. To improve the prize giving it was agreed in future to draw up a printed form in advance detailing prizes with a space for winning tickets to be stuck against – this can then be displayed in the School following the event. It was also agreed not to accept raffle prizes on the day of the event.

Poor quality sound. Whilst it was considered that the weather had affected the sound quality it was agreed to look into the purchase of longer leads/weatherproof covers to improve the positioning of speakers. Also the purchase of an additional speaker. **ACTION: AQ**

The Custard Pie Fight went down really well. To consider including 'messy games' next year.

Large Gazebos – It was agreed to purchase two additional gazebos.

ACTION: AQ

The issue of thank you letters was raised. This was an action that should be part of the planning of the next Summer Fair to ensure letters were sent promptly after the event. It was agreed that Companies and individuals would prefer to receive a thank you from the Children of the School. **ACTION: ND**

6 **Annual General Meeting**

The date of the AGM is Wednesday 12 September (to be confirmed). It was agreed to consider the format of the AGM in order to make it less formal.

Nicola to circulate an end of year letter to include summary of income and expenditure. **ACTION: LP to e-mail summary to ND**

Date, Time and Venue of next meeting:

AGM. Held in the School Hall

7.30 pm

Wednesday 12th September