



## **Minutes of PTA Meeting**

### **Thursday 19<sup>th</sup> October 2017**

### **8.15pm**

**Present:** Mr Rose, Natalie West (Chair), Kathy Whayman (Vice-Chair), Sian Bull (Treasurer), Katherine Busbridge (Secretary), Paul Prosser, David Busbridge

**Apologies:** Sarah Kerr

**No amends to previous minutes**

#### **AGENDA ITEMS:**

##### **1. Actions from previous meetings:**

- **dBs Certificates** –Kathy has committed to getting her dBs by 19<sup>th</sup> November. Mr Rose confirmed that moving forward all school volunteers and PTA committee will need to provide 2 references. The office is creating a template for this.
- **Cost of hiring popcorn/slush machine** – Natalie confirmed that we can use the Guiding candy floss and popcorn machine and donate to the Guides as payment.
- **Date of Quiz night to be confirmed** – The Quiz night will be held on 1<sup>st</sup> December, and will start at 7.00pm. We will have curry (and not fish & chips) so we can support The Rice as a local business.
- **New PTA trolley to be purchased** – This has been purchased and is in use!
- **Plastic boxes to be purchased for shed** – 4-5 boxes to be purchased from Bunnings, mention that we are buying for a school and we may get a discount

##### **2. Head Teachers Report:**

- No further comments from the AGM

##### **3. Treasurer's Report:**

- Please see attached Treasurers Report
- Payments out – school invoices. The invoice for the AstroTurf and 2 skips will follow. The new trolley has been purchased, and the new photocopier will arrive after half term.

##### **4. 200 Club draw**

- October Draw:
  - #39 Nora Anderson won £20
  - #1 Gillian Graham won £10
  - #16 Paul Prosser won bonus #146

##### **5. Events for 2017/2018**

- **Fancy dress party**
  - Gaz will be running the disco and games
  - Natalie is emailing the poster to the office
  - 100 party bags will be made up to include a glow stick, sweets, tattoo, and some additional items
  - Siblings will be allowed if they are pre- or primary school age
  - Katherine & Sian to do a Booker run for supplies for upcoming events

- **Winter Wonderland**

- 20<sup>th</sup> October – Chocolate donations and non-uniform day – Mr Rose will ask the nursery parents to help sort the chocolate after their assembly
- Santa will be in the library, with the sleigh
- Decorations to be made for main hall
- A new beard is needed for Father Christmas
- Natalie will add polls to Facebook to get cover for all PTA stalls and set-up
- Mrs Billing is still off sick so we won't ask the choir to perform.
- Sian is following up with her contact at the university for reindeer
- Mr Rose has confirmed that we can use the school paint, glue and brushes for the craft room
- Year 6 stall will be free of charge
- Food to be served – pizza, jacket potatoes, chilli, cheese, Tea/coffee, water, fruit shoots
- Christmas presents to be sourced from the Book People
- Email stall holders' information sheet detailing where to go if the fire alarm goes off

- **Quiz night**

- Date is confirmed for Friday 1<sup>st</sup> December
- Tables of 8 max
- 8 bottles of wine for prizes
- 8 wooden spoons for losing team
- Paul is working out the costs
- Forms will be sent home in book bags

- **Disco**

- Gary Mizon is booked to DJ
- We will serve sweets, drinks, run the tombola, nails, tattoos
- There will be no involvement from Year 6

- **PTA After School Clubs**

- These will be moved to the Spring term and can be used to make the subject of the competition for the Spring Fair
- Juniors club will be on a Tuesday, Infants on a Thursday

## **5. AOB**

- A Risk Assessment Form is to be completed before each event
- School uniform to be advertised on Facebook, and there can be a second-hand sale at the coffee mornings. A voluntary donation will be requested
- Mr Rose is to ask the teaching staff if taking photographs of the children in their Christmas play outfits will work. The PTA would like to take photographs of each child and sell them to parents
- A parent asked if the PTA would fund the Cycling Proficiency course for the school children. Mr Rose advised that the Parish Council are funding this and will organise the course directly with the school

### **Actions:**

- dBs Certificates – **Kathy Whayman**
- Photo sales of children in Christmas play outfits – **Mr Rose**
- Plastic boxes to be purchased for shed – **Katherine Busbridge**

**Meeting closed at 9.30 pm**

**Minutes prepared by Katherine Busbridge**

**Next Meeting: Tuesday 7<sup>th</sup> November 2017**