



Minutes of PTA Meeting

Tuesday 21st March 2017

7.30pm

Present: Mr Rose, Natalie West (Chair), Sian Bull (Treasurer), Katherine Busbridge (Secretary), Sarah Kerr

Apologies: Sarah Mercer, Kathy Whayman, Paul Prosser

No amends to previous minutes

1. Head Teachers Report:

- The PTA section on the Heads Blog is working well
- The new equipment for the playground will be purchased after the spring fair
- The school budget has been cut and as a result the school may need more support from the PTA to purchase computer/hardware equipment
- There will be a notice board at the Spring Fair displaying the proposal for the Long-about.
- Spring Fair preparations:
 - The school staff will clear the car park on Friday afternoon
 - Mr Pawley will be available from 2pm
 - An additional email will be sent out as a reminder for the Easter Bonnet/Cake competition with a reminder for drop off time. [\[actioned\]](#)

2. Treasurer's Report:

- Please see attached Treasurers Report
- The account is looking very healthy
- Money-in is mostly from stallholders for the 3 fairs
- Money-out is mostly for the floats for the Spring Fair

3. 200 Club ticket draw

- This month's winner of £20 is Lynne Drury with lucky number 37

4. Update on 2017 Events

- **24th March - Spring Fair**
 - Everything is prepared
 - Unfortunately, there are very few parent volunteers and therefore the PTA will only provide a soft drinks stall, run the raffle and the door
 - Mr Rose has agreed that we can serve drinks from the kitchen hatch
- **28th March – PTA Coffee Morning**
 - Mr Rose and Sian are unable to join
- **30th March – Disco**
 - Everything is prepared
 - We are still recruiting parent volunteers

- **12th May – Pamper Evening**

- This is now being run by Kathy Whayman
- If a poster is ready by Friday it can be displayed on the PTA board at the Spring Fair
- The application for the alcohol license needs to be submitted

5. AOB

- **Uniform rails**

2 will be purchased so we can start selling in the summer term

- Rail 1: logo'd items priced at £1 per item
- Rail 2: non-logo'd items - a voluntary contribution can be made at the discretion of the parent/carer

- **200 club prizes and renewals process for new year**

- The 200 club is being rebranded and a renewal letter will go out before the Easter Holidays
- Monthly prizes will be changed to:
 - ~ 1st prize: £20
 - ~ 2nd prize: £10
 - ~ 3rd prize: bonus number
- Payments can now be made through School Gateway and the PTA will make a contribution to the Gateway fees.
- Subscriptions will be able to start at any point in the year.
 - ~ Standing orders can be set up at any time.
 - ~ Payment will only be available via School Gateway in April

- **PTA Cupboard**

- Gavin Bull will finish the shelving in the cupboard
- In the Summer term the cupboard needs to be cleared and sorted. The PTA will hire a skip

- **Firework Night**

A certified and reputable company will be used to ensure there is no element of risk

- **Dates for future coffee mornings**

- 2nd May
- 6th June
- 4 July

- **Colney Cup**

It was confirmed that this will not be organised by the PTA or the school. However, there is an opportunity for a parent to organise if they wish the school to compete

- **Summer Carnival:**

- Sponsorship is continuing to come in for the summer carnival
- There is an option for a funfair company to come in with swing boat rides, tea cup rides, shooting game and striker game. Natalie will check the prices with the company
- PTA will look at the stalls and activities already confirmed before deciding if this is needed
- The Football club is no longer running a tournament as the season will be over. They will still run the beer tent
- A PTA PayPal account will be set up for sales to the circus and there will need to be a link added on the school website

Meeting closed at 9.00pm

Minutes prepared by Katherine Busbridge

Next Meeting: Tuesday 25th April 2017– 7.30pm