



Minutes of PTA Meeting Tuesday 20th March 2018 7.30pm

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

Apologies: None

No amends to previous minutes

AGENDA ITEMS:

1. Actions from previous meetings:

- Updates to PTA & 200 club leaflets – ongoing
- Parents Facebook page:
 - Committee to discuss the issue with the Governors
 - In the meantime, only informative posts to be posted with comments monitored, and if necessary turned off.
 - Committee will reply to the Governors letter by Weds 28th March
- Estimated cost of carnival:
 - Natalie and Sian to liaise on estimated costs for Summer Carnival and takings from last year's carnival.
- Spring Disco, 27th April:
 - DJ is booked (Gary Mizon)
 - Sian and Lisa cannot attend the disco
- SAHM:
 - Jimmy Franklin is happy to help at the Half Marathon but has questioned why a parent from the school is not prepared to help.
 - Katherine to contact SAHM and ask to run a water station rather than the luggage store

2. Head Teachers Report:

- The school is to target Communication & Engagement, and the school will be creating a working party with parents and Governors to take this forward.
- A potential future project is to replace or improve the lighting rig in the main hall
- The new computers are going into each classroom w/c 26th March

3. Treasurer's Report:

- Please see attached Treasurers Report
- The profits from Silver Smarties week is down from last year
- There are currently £2,300 of uncommitted funds in the account.

4. 200 Club

- **March Draw:**
 - #77 Caroline Kawandami - £20
 - #29 Jim King - £10
 - #34 Petra Wilbourne – Bonus #112

5. Events for 2018

- **PTA Spring Crafts After-School Clubs**
 - The craft clubs went well and moving forward the PTA will run one set of clubs each term in tandem with the 3 main PTA events of the year.

- Places will be limited to 30 children per session and nursery parents must stay with their children throughout the session
- **Spring Fair – Friday 23rd March 3.00-5.00pm**
 - Natalie, Lisa, Jenny, Mr Rose, Bailey and Kirsty West, David to help on the day (David will arrive after 1.30pm)
 - Sian is purchasing hot cross buns and butter for the refreshment stand
 - The school is asking parents not to park in the side car park
 - Mr Rose will manage the front car park
 - Sian to provide floats for: £1 entry, £1 strip raffle, £1.50 tea/coffee & bun, £1 tea/coffee, 50p bun, 50p bottle of water
- **Spring Disco – Friday 27th April**
 - DJ is booked
 - Only Katherine and Natalie will be onsite from the committee
 - A Booker run is needed after Sian has done the stock take
- **Pamper Evening – Friday 18th May**
 - Alison Donovan is organising the evening and Natalie is sorting new tickets
 - Sian to apply for the alcohol license
- **St Albans Half Marathon – Sunday 10th June**
 - Katherine to contact the SAHM team and request that we man a water station rather than the luggage store
- **Summer Carnival – Saturday 30th June**
 - **2000 raffle tickets to be ordered in books of 5**
 - Katherine to order, and list prizes as £100, £50, and various other
 - The signed Arsenal shirt will have its own raffle
 - The grant form has been submitted to the Paresch Council

Actions:

- Mr Rose will email a request to parents for any applicants to replace Kathy as Vice Chair
- PTA leaflet and 200 club leaflet needs to be updated – **Katherine**
- Budget of estimated costs for the Summer Carnival – **Natalie**
- Stall takings from previous fairs – **Sian**
- Contact the SAHM team re change of stall– **Katherine**
- Order raffle tickets for summer carnival - **Katherine**
- PTA newsletter for summer term to be drafted and to communicate “What we have brought”, including pictures of new computers, what school trips have been supplemented – **Katherine**

Meeting closed at 8.30 pm

Minutes prepared by Katherine Busbridge