



## Committee Meeting - 7<sup>th</sup> February 2018

### Present:

Sarah Pitcher (Chair)  
Louise Burness  
Maria Sanchis  
Raquel Pereira  
Emma Austin  
Charley Neale  
Michael Dillon  
Val Woods  
Sue Sarginson

### Apologies:

Lucy Cass  
Donna Edwards

Louise Burness has stepped down as Chair. This leaves Sarah Pitcher, Charley Neale and Lucy Cass on the committee. The work of running the Association will be shared between them. Emma Austin was co-opted to join the team.

### **Up-coming events:**

- **Quiz Night** – confirmed for Friday 2<sup>nd</sup> March 7pm for 7.30pm start. Donations of raffle prizes will be requested from parents.
- **Mother's Day Present Room** – Friday 9<sup>th</sup> March am. Further donations and volunteers will be requested.
- **Bingo** – debate as to whether this should be an after-school event for children only or an early evening do for all the family. It was decided to try it as a family event 5.30 until 7.30pm on Friday 27<sup>th</sup> April. Donations of chocolate will be requested as prizes. Emma has offered to be the caller. A Facebook survey indicated the most preferred option for food was BYO. We will sell snacks (crisps, sweets and hotdogs) and drinks. Colouring pages will be provided but parents will be responsible for their own children. The school dinner tables will be used. Capacity will be limited (TBC). The raffle tombola will be used with marked ping pong balls and a home-made stand. A Facebook event will be set up to gauge an idea of numbers attending.
- **Summer Fete** – Sat 7<sup>th</sup> July

- **Car Boot Sale** – this would be on the lower playground with the reception area open for toilet access and power to provide refreshments for sale. Debate as to the best time to do this with other events to fit in. Decided to leave until September.
- **May Ball (Disco)** – Friday 11<sup>th</sup> May
- **Film afternoon** – Friday 15<sup>th</sup> June
- **Christmas jumper donations / sale** – wait until nearer to Christmas.

### **Raffle Prizes**

We have a draft letter with logo and charity number ready to circulate to various companies to request donations for raffle prizes. Various people are happy to help with this and there should be a list of companies from previous PTA Chair.

### **Fireworks?**

We have been quoted £1900 + VAT for Tues 6<sup>th</sup> November. After discussion it was decided that we will not run this year but look at another big family event, possibly Outdoor Cinema.

*Action SP: Reply to Fireworks providers and get 2019 quote*

*Action EA: Investigate Outdoor cinema options*

### **Committee Changes**

We are proposing to up-date the constitution to run as a collective rather than having traditional roles of Chair, Secretary and Treasurer. Elected Members will all be Trustees and responsible for running the Association including submitting accounts to the Charity Commission. We need to make sure we are up to date on this and that the requirements are made clear for the future. There is also a PTA organisation we are registered with for ideas and guidance but we don't know our membership details.

*Action Committee: Find out what has been done / what we need to do with accounts*

*Action EA: Try to access PTA.org*

### **Tesco Groundworks Grant**

We should be eligible for a grant of up to £4000 towards renovating the outdoor space. We will start the application process and hope to put towards extending the outdoor play space for Reception.

### **Easy Fundraising**

We are registered with a scheme that donates a small percentage of your on-line shopping spend to our association. This has been advertised on the Facebook page and will go out in this week's Newsletter.

**Next meeting – Wednesday 14<sup>th</sup> March at 7pm**