

PTA meeting 6th February 2019

Present: Existing Committee members: Prad Samtani (PS), Jan Davis (JD)

24 people in attendance.

Item		Action
Chair's Welcome	Prad Samtani opened the AGM. Prad took the opportunity to stand down as Chair.	
Election of new officer roles	Chair – Colleen Duggan nominated by Prad, seconded by Bev Loczy Vice-Chair – Frances Rattigan nominated by Colleen, seconded by [Emma Adams] Secretary – Bev Loczy nominated by Colleen Duggan, seconded by Jan Davis A vote was held and all were elected into the roles.	
Election of general committee members	Colleen explained role of committee members. Constitution states must have at least 7 general members as well as the 4 officer roles. Nominated & seconded: Nicole Brandwood Monica Brandi Murray Jo Cosgrove Silvia Marshall Katherine Fielden Amanda Middleton Prad Samtani Clare Rodgers Caroline Cartwright Fiorela De La Lama Emma Adams (Teacher) A vote was held and all were elected into the roles.	
Finance update – Jan Davis, Treasurer	Accounts at Auditors Last academic year and summer £13,500 Christmas fundraising (Fayre, puddings, cards etc) just shy of £5k.	
Head Teacher's	URGENT – whiteboard in Reception Yr 5 – whiteboard (still works – ish) iPads need updating/Chromebooks	Mrs Little to give us an official list

funding wishlist		
GDPR/Data Protection	<p>Committee will be issuing a data protection policy regarding how we store and manage data to ensure that we comply with DPA 2018. Will include rules on destroying contact details after events, and not contact details with others. All official comms with parents should be official school channels.</p> <p>Will also liaise with school to ensure any child data (eg lists of names for cinema club) are processed in the correct way.</p> <p>Will feed into privacy policy to be issued to parents.</p>	Bev Loczy
Fundraising Dates	<p>Cinema Club – must be cleared up and out before TaeKwondo comes at 5pm. Sound system needs to be checked – Mrs T said needs a new lead.</p> <p>Gatsby Dinner – 3rd April £25 per head, 2 courses, mini quizzes, heads & tails, prize for class rep who gets the most parents there from their year. Gatsby capacity is 101. £10 per £25 goes to PTA.</p> <p>Footballathon – Fri 21st June, 3-6pm. Monica happy to organise mini fayre element (with support), Helen organise footballathon. Everyone has to enter as teams, no online entries.</p> <p>Sports day coffee and pastries – Colleen & Jan happy to organise. Date TBC.</p> <p>Quiz night – last Friday in Sept (27th?). Mrs Houston writing quiz.</p> <p>Easter egg hunt – treasure hunt with chocolate eggs as a prize. Eggs are usually on offer second week of lent. Date TBC – suggested date 4th April. Ross & Andy is usually on a Thursday which may be an issue.</p> <p>Christmas Fayre – date TBC, end of Nov, ideally Sunday. 2018 was on a Friday after school. Committee feels it lost money and footfall with it being on a Friday last year (fewer grandparents, church community, fewer parents).</p>	<p>ACTION to check lead - Caroline and Colleen, check with Mrs T</p> <p>Monica Brandi Helen Jewell</p> <p>Colleen Jan</p> <p>Colleen to ask Mrs Little re: date Bev to check with Andy when football finishes</p> <p>Colleen to feed back to Mrs Little and request date for 2019</p>
Other suggested		Beckie Griffiths

<p>fundraising activities</p>	<p>Recipe book – Beckie happy to lead (ask kids/parents for recipes)</p> <p>Cake sale competition between years/key stages – park till next year</p> <p>Pop up ice cream stalls – on hot days</p> <p>Coffee afternoon – need to check with Mrs L availability of hall (Friday before TaeKwondo?)</p> <p>100 club, easyfundraising, supermarket vouchers – need to work on promoting more</p> <p>Coffee morning for new parents – Colleen to lead</p> <p>Running club – get some information & talk to trainer again to see if she is still interested (will need parent reps, could get year 6 involved) – Bev to send to Fiona</p> <p>Pamper evening – normally the Thursday before communion weekend (5th May this year) – Thursday 2nd May? TBC</p> <p>Lego ‘masters’ competition – to discuss</p> <p>Showstopper bake off as part of summer fayre with auction – agreed to go ahead</p> <p>Legoland – 22nd July – Katarina has offered to book again (adverts need to come out early)</p> <p>Tea towels – did it last in 2012, kids drew own faces – maybe do Mothers Day.</p> <p>Bev & Colleen to map out dates of activities in each term before next meeting to discuss - need to balance ‘fundraising fatigue’ among parent community and demand on committee time.</p>	<p>Colleen</p> <p>Colleen</p> <p>Fiona</p> <p>Natasha</p> <p>Bev</p> <p>Katarina</p> <p>Frances</p> <p>Colleen Bev</p>
<p>AOB</p>	<p>Give back day – tea party for elderly people in community? – to discuss at another meeting</p> <p>Colleen planning new ‘welcome to the school’ letter from PTA – promote the passive fundraising activities (ie 100 club & easyfundraising).</p> <p>Another school does it, each class has a forum rep. Something for the school to organise not the PTA but we can suggest? A way to feedback to the Head?</p>	<p>Colleen</p>

	<p>The PTA constitution states that there must be a teacher representative on the committee. Mrs Adams said that she would be willing to take on this role.</p> <p>It was agreed to find alternative venues to the school, to allow staff to have a break/food between the end of their day & meetings. The meeting room above The George was suggested as an option.</p>	<p>Bev to investigate venues</p>
Date of next meeting	Agreed to meet soon after half term – date TBC.	