

## PTFA Meeting Minutes – Tuesday 2<sup>nd</sup> March 2010

**Present:** Damian Marsh, Alison Barnes, Helen Walker, Nick Salter, Teresa Withington, Sharon Oldfield, Helen Finney, Sarah Taylor

**Apologies:** Marie Graves, Louise Barnes, Dianne Ellithorn,

1. Welcome and chairpersons report

Alison welcomed everyone to the meeting and confirmed there were no issues she wanted to raise.

2. Treasurers Report

Helen circulated the accounts to date with a balance of £5010.21 and highlighted the following issues:

More tea towels have been sold bringing the deficit down to £175.05.

The Valentine's Disco made a profit of £163.69 which was down by just under £13 on last year due to there being no tuck shop. All agreed that the difference wasn't much and it was much easier this year with all children having pre-bagged sweets.

Once payments have been made for the Teachers2Parents texting service (confirmed as £749) the balance will be £4261.21

There are payments still to be made for the Sportsman's Dinner.

The PTFA should be conscious of this when requiring funds in advance for the upcoming Dinner Dance and Summer Fair.

Following on from the previous meeting where feedback was requested to highlight if more KS1 were sold than KS2, Helen Walker confirmed it was about equal.

3. Head Teacher Report

Following approval at the last meeting, the Projector was fitted in the school hall. Damian thanked the PTFA.

Following the last meeting, Teresa updated everyone on the wish list and other ideas that had been discussed previously.

Possible ideas are wet play boxes (which need updating); picnic style seating in the main playground; games and amended markings for the playground; bike shelter.

Helen Finney mentioned that Reception had sent out a letter prior to Christmas requesting old scooters. It was suggested that it might be nice to buy some new ones.

Helen also suggested the purchase of snow shovels to help in the event there is a large snowfall again.

Damian highlighted that there is Extended Services money available for the playground so it would be advisable to apply for this rather than use PTFA funds. All agreed.

The Wish List to be given more consideration and discussed at the next meeting.

**Action:** All

Damian informed everyone that the school id system is being updated and all staff will wear a photo id. The system for visitors is changing also. Alongside this there is a system available which produces wrist bands for children on trips. The cost is £400-£500. A vote was taken and all were in favour.

Damian confirmed that he had not yet looked into the issue of fluorescent snap bands for children which had been raised in an earlier meeting but promised to do so. **Action:** DM

#### 4. Forthcoming Events

- **KS2 Cake Sale and Easter Colouring Competition:** Wednesday 24th March 2010. Sarah Heib to provide pictures. Letter to go out on 15<sup>th</sup> March. Discussion was held around when it should be returned to allow time for judging. Eight presents to be bought. Alison to approach Julie Souter re help on the day. **Action:** Alison Barnes / Secretary
- **Easter Egg Bingo:** Thursday 25<sup>th</sup> March 2010. Licence returned to Dianne Ellithorn. Still some eggs to be provided. Nick Salter confirmed he would purchase the alcohol for the event but it would need to be held in school. Letters re tickets to go out 8<sup>th</sup> March. **Action:** Secretary
- **Gift Aid:** Nick Salter clarified how Gift Aid works for school events and how it can be claimed on the ticket monies. Nick provided sample wording to be used on ticket requests and suggested we trial the new approach at the Easter Egg Bingo.
- **Dinner Dance** – Sharon and Helen provided an update on the dinner dance. The venue is to be Ramsbottom Cricket Club. Unfortunately it clashes with PGL weekend which means 4 staff will be unable to attend. Discussion was held around the amount of activities to take place with a view to reducing where possible. Cheque required for deposits on the venue and equipment. DJ to be booked and photographer to be looked into. All agreed it would be better to delay letters going out until after the Dinner Dance so as not to bombard parents with information / requests for money. Requests for auction items to be kept outside of school. Drink and possible prizes yet to be bought. **Action:** Sub committee
- **Race Night** – confirmed for 21<sup>st</sup> May. Sarah updated the group on the usual sponsorship amounts (£30 per race / £5 per snail) and numbers of snails in a race (8). Due to the dvd being personalised, letters will need to go out asap to invite sponsors. Sarah Taylor to be on the licence. **Action:** Sarah / Secretary
- **Summer Fair** – This is now confirmed for 25<sup>th</sup> June. Sub-committee will be required. To be discussed as priority at next meeting.

#### 5. Any Other Business

A Booker run will be required. Alison / Teresa to meet to assess requirements. **Action:** AB/TW

There being no further business the meeting closed at 9:05pm.

Next meeting date: Tuesday 20<sup>th</sup> April