

St Andrew's PTFA

19th January 2012

PRESENT: Damien Marsh, Marie Graves, Sarah Taylor, Julie Gough, Helen Harris, Emma Dickinson, Jon Lyons, Wendy Paylor and Shirley Standish.

APOLOGIES: Nicholette Dean, Leigh Dickinson, Nina Turnbull and Tracy Fielding-Martin.

MINUTES

Not all members received the previous minutes. Please could we have the minutes well in advance of the next meeting so any actions can be remembered and dealt with. Procedures on this matter need to be outlined.

Leigh prepared the letter to parents regarding the St Andrews Community Directory. It was suggested we have a line in the letter stating format of the Directory – e.g. A5 colour brochure. An example from Emmanuel Holcombe School was shown – cost is approx. £40 for printing a batch of 100. Committee decided this is the best option and to focus on parents within the school for distribution. The School has 90-100 families.

DECIDED – that

- (1) that the minutes of the meeting held on 7th December 2012 be approved as a correct record;**
- (2) that LD/WP send the Community Directory letter out parents.**

CHAIRS/HEADTEACHERS REPORT

ST reminded committee of the need to maintain the events calendar on the webpage.

DECIDED – the report be noted.

TREASURERS REPORT

Accounts are in a good state: currently £8322. Christmas cards made £424 profit. Mince pie munch made £618.

DECIDED – that the report be noted.

HEADTEACHERS REPORT

Christmas cards need sorting out earlier next year.

Teachers are now spending the £250 per class given by the PTFA. Items are being logged by WP so parents can be informed of how the money was spent. Items vary between lots of small items to fewer large items.

We need to focus on what to spend the money on. Extensive discussion was made regarding benefits of upgrading the playground and the school toilets (as requested by the children). DM also mentioned Year 4 classroom is desperately in need of attention.

Playground: 3 quotes are coming in. The total cost of the ideal playground will be far too high. A phased approach will be necessary e.g. get the surface and games painted on first, then as more money comes in get the accessories. DM mentioned there are several funding bodies that provide schools with money for such things. DM also mentioned other projects e.g. allotment at the top end of the school field. The school does have ~£12,000 to put towards building maintenance. This might need to go toward the Year 4 classroom.

Helen Harris has a contact at Marshalls who have a division in Birmingham specialising in playground design and build.

Toilets: Quotes need to be chased for this.

Year 4 classroom: Quote is coming in: replace walls, windows, floor, remove toilets to expand area

DECIDED – that

- (1) DM to gain for the playground, toilet and Year 4 classroom;**
- (2) HH to contact Marshalls;**
- (3) ST/WP to look into applying for funding.**

SCHEDULE OF EVENTS

KS2 cake sale on 25th Jan sorted – letter has gone out to parents. NT has offered to help on the day. WP will text all parents to request further help (need 2-3 more people). LD may help set up etc.

Valentines Disco – (new) DJ will be confirmed on Saturday 21st Jan. Sweets – takes too long to manually bag up so sweets already bagged will be purchased. Date of Disco needs changing due to clash with Dance Festival. New date: Wed 8th Feb. Letter needs to go out on Monday 23rd subsequent to confirmation from ED that DJ is booked for the new date. Nina may be able to get sweets and drinks using the school Bookers card.

DECIDED – that:

- (1) ED to confirm DJ;**
- (2) WP to send out letter regarding Valentines Disco on 23rd February 2012;**
- (3) ST to ask NT to get sweets/drinks.**

Easter events: Egg decorating only and not Bingo. Idea is that polystyrene eggs will be sourced and decorated by children to bring into school. There may be a chance for them to be displayed at the Civic Hall.

DECIDED – that:

- (1) ED to look at Baker Ross and Ebay for polystyrene eggs;
- (2) JL to contact Chocolate Café regarding Civic Hall event.

Dinner Dance: Date of 19th May seems ok with everyone.

DECIDED – that:

- (1) HH book venue – Red Hall or Cricket Club;
- (2) Dinner dance sub-committee to organize event.

Jubilee Balloons: Week commencing 28th May. Should use School BBQ too to provide food. Further discussion at next meeting.

Community Directory: See above (matters arising).

Car boot: Committee wish to have another car boot sale as last one was so successful. This time we can make use of the School BBQ. Further discussion at next meeting.

Clothing Collection: WP discussed success of these events in other schools. It was decided to go ahead after Feb half term. Parents can prepare clothes during half term to bring in Monday we return.

DECIDED – WP to send letter to parents.

ANY OTHER BUSINESS

JG discussed possibility of a St Andrew's recipe book. She will bring in an example book from another school to discuss at next meeting.

DATE OF NEXT MEETING

DECIDED – that the next meeting be held on Monday, 5th March 2012 in the staff room.