

**St Andrew's PFA meeting Minutes**  
**Held on Wed 5<sup>th</sup> March 2008**

**Present** – Alison Barnes, Sarah S, Anne, Sarah H, Nick, Sandy, Cathryn, Joanne, Jane, Jan, Hayley, Sarah T, Dianne, Sam K, Sam W.

**Apologies** – Sharon, Alison Boyle, Karen, Claire, Julie, Marie, Damian.

**1. Chairpersons Report**

Alison Barnes made apologies for having to change the date of the meeting. She had circulated a letter detailing the change. The Dinner Dance on Feb 23<sup>rd</sup> was a great event – an excellent night was enjoyed by all. Chair thanked the subcommittee for their efforts organising the evening. Alison outlined the next few events and once again asked for peoples support to help run them to maximise their success.

**2. Treasurers Report**

Valentines disco – raised £143. All the children were welcome and those who attended enjoyed the disco. Sadly not all families contributed to the disco. Some KS2 children chose not to go to he disco – due to football practice/ choosing not to attend as out of school time.

Thank you to all the teachers for their help, and Sam K/Alison Barnes for bagging and distributing sweets, and Nick for the Bookers run.

The PFA have donated £843 to school for the purchase of 8 digital cameras, for educational use in each year class.

**3. Dinner Dance Subcommittee Report.**

The subcommittee reported the success of the Dinner Dance – lots of positive feedback has been received about the excellent evening and new venue this year. The evening raised £3750, there are still some outstanding monies to collect.

The subcommittee and the PFA wish to convey thanks to Nigel for being a superb compere and auctioneer for the evening, and also a big thank you to everyone who contributed prizes for the auction.

Another big thank you to Sarah H, and everyone else involved in producing the stationary and decorating the venue. Finally a huge thank you to everyone donating money by bidding on the night.

Nick reported that obtaining the prizes is something that more people need to be involved in, as a large number of prizes came form a small number of people. He also reported that it may be time for others to join the next Dinner Dance committee, to give them a chance and to give some of the existing committee, who have been involved for a number of years, a rest.

It was discussed that it would be best to provisionally book the venue soon (date to be discussed at the next meeting) and form the committee at the beginning of the next school year.

Finally a BIG thank you to everyone on the subcommittee.

**4. Easter Egg Bingo – Thurs 13<sup>th</sup> March 2008.**

Setting up can only happen after 5pm due to Judo club finishing in the hall at 4.40pm.

Volunteers to help set up – Dianne, Joanne, Sarah S.

Tickets sold to date - 87 tickets (this includes parents & teachers).

Plan to be drawn up with Dianne's help: table, chairs and bar layout to aid setting up on the day. Nick to do alcohol shop and Bookers run for tuck shop goods.

Sandy to shop for accessories. Cathryn to approach Tesco re donating rolls for the sandwiches.

Sandwiches for the night - tuna, cheese and ham. Volunteers to make sandwiches so far Alison Barnes, Anne, and Joanne.

Dianne has managed to get the Easter Egg Prizes from a contact at her school at a vastly reduced rate – Thorntons Eggs. Alison Barnes to purchase thank you gift for the contacts who have helped Dianne.

Tony is happy to be the bingo caller for the night. Bar licence has arrived (7/3/2008).

Note: For future events ticket prices are to be worded 'children 11 and under' and 'adult' tickets.

**5. Wine Tasting Event – Confirmed date 18 April 2008**

Joanne is liaising with the Vineyard re ticket costing.

## **6. Cake Sale – Wed 19<sup>th</sup> March 2008**

Letter to go out Wed 12<sup>th</sup> March. Sam W has asked Sarah H if she would be able to do two Easter colouring pictures - all being well letter and pictures will be photocopied on Mon or Wed. Thank you Mrs Penny for illustrating the letter.

Volunteers to help set up – J Souter, Sam K, Alison Barnes.

Volunteers to serve – J Souter, Sandy, Sam K, Marie Graves? (Alison Barnes to ask)

## **7. Top to Toe fashion event for newborns to 14 years – Thurs 1 May 2008**

Claire Bolton has provided Alison Barnes with posters and invites for the event.

Sam W to liaise with Claire re letter to end out to parents.

Sam W to speak to Jeff re website info on Top to Toe – done 6/3/2008.

Cost suggestion - £2 to include wine/soft drink. 7pm start.

## **8. Treasure Hunt – 16 May 2008**

Sam W to ask Alan to bring all info on the Treasure Hunt to the April meeting.

Licence to be applied for – A Barnes.

Where is Alan up to with the risk assessment for the Treasure Hunt ?

## **9. Summer Fair Committee – Friday 20<sup>th</sup> June 2008.**

Subcommittee have had their first meeting - some new ideas have been floated and some old favourites will return. Plan to sell tickets at Tesco and Co-op and sell stall to local businesses.

Tickets to be ordered soon. Jane to ask Kristian if the Fire Brigade can visit for the event, and Cathryn to ask Lesley if she can organise the police dogs and handlers to come to the event.

## **10. Wish List Discussion**

There was a lengthy discussion by all at the meeting as to what the PFA would, and would not want PFA funds to be spent on. Members would want monies to be spent on items that would directly benefit and enhance the children's time in school.

PFA would like to ask the staff to provide the PFA with a list of what they would want for their class if they were each given £500 by the PFA. Dianne talked us through what she as a teacher in another school would spend that amount of money on to benefit the children – the PFA found it very interesting to hear her ideas of how she could buy new role play clothes, cookery items etc for children to use in her class.

## **11. AOB**

1. The meeting discussed why we were currently a PFA and not a PTFA. (A previous Chairperson was a friend of the school, not a parent.) It was suggested and agreed upon that we should move to being known as the PTFA with effect from 1 April 2008. Alison Barnes has indicated that she will need to discuss the practicalities of this with Mr Marsh & will report back at the next meeting. All associated stationary/websites/letters and the constitution would need to be amended.

During a discussion some PFA members expressed strong feelings about a lack of visibility of staff at meetings and events. Some members were upset during the discussion and the matter was unresolved on the night. Alison to speak to Mr Marsh and staff regarding attendance at future meetings and events. It was suggested that perhaps the teachers could attend meetings on a rotational basis, with the head or deputy head. This would cement the wish to become a PTFA in the future. Sam W and Alison Barnes expressed at the meeting that some of the matters raised were more appropriate for the Governing Body and not the PFA.

2. Meeting dates – Sam W proposed that we hold the meetings on Monday to Thursdays on a quarterly rota to facilitate as many different parents and staff as possible to come to the meetings, with members deputising in the absence of Chair/ Treasurer etc.

**Next meeting:** Thurs 10 April 2008 was suggested. STOP PRESS – Thanks Sandy for the text to say this is Parents Evening. Therefore date of next meeting ? Mon 14 April 2008 – Alison Barnes to speak to Mr Marsh re suitability of this date and the confirmed date will be displayed on the notice boards and website.