

PTFA Meeting Minutes – Thursday 14th May 2009

Present: Louise Barnes, Alison Barnes, Caron Evans, Samantha Kay, Dianne Ellithorn, Sarah Taylor, Nick Salter, Hayley Farrell, Suzanne & Alan Stenhouse, Cathryn Walmsley, Nicola Nuttall, Samantha White.

Apologies: Damian Marsh, Helen Walker, Sarah Heib

1. Welcome and chairpersons report

Alison welcomed everyone to meeting. Since the last meeting we have had the Masquerade Ball – a really successful evening which was enjoyed by everyone. Alison has had good feedback, and it was agreed that the evening was very happy and relaxed, and it was great to see so many staff, parents and friends enjoying the evening together.

Alison has also had more positive feedback from parents about the reduced PTFA events programme this year.

2. Treasurers Report

Cathryn reported that the **Dinner Dance** raised £1135 – what a fantastic amount raised during the evening. Thank you to everyone who has contributed.

Cake Sale held in March raised £138.

Colouring competition made £18.24 profit – although a small amount, the competition is popular with the children.

Easter Egg Bingo – made £239 profit. All agreed this was a really good evening – thanks to Dianne for organising the event.

3. Head teacher Report.

- Louise Barnes reported that the photos taken as people arrived at the Masquerade Ball are now on a computer disc at school. Mr Marsh is going to display 'proofs' to enable everyone to purchase the pictures. Cost of the photos is £5 per photo. Meeting discussed the possible ways of displaying the photos - ? send 'proofs' out to people with reply slip to order, ? on school website, ? on board at school.
- New parent packs – these are ready for the meeting on 21 May 2009. Sam has left PTFA letter on Helens desk that needs to go in the pack, and Nick will try to get the gift aid letter to Helen so it can also be included in the pack.
- New pupil afternoons – dates not available at the meeting. We will need PTFA volunteers to help with the tea/coffee on these afternoons. Possible helpers are Sarah T, Sam Kay, Alison Barnes, Hayley Farrell – Alison will finalise helpers when we have the dates. If anyone else can help please can they speak to Alison Barnes.
- Circus week at school – lots of activities planned. Circus Jim is visiting for 2 days (cost £800). School has asked for a donation from parents, and Mrs Barnes asked if the PTFA would contribute £400. The meeting were happy to make this contribution from the PTFA.
- Reading Scheme – books have now arrived at school. There are 70 books per KS2 class. School will review whether more need to be ordered once the books are being used.
- Sports kit – Mrs Hatcliffe is in the process of ordering the new sports kit. It is estimated that the cost is £600 - £700.
- Texts to parents – Three texts have been sent out this week. Positive feedback from parents. It is known that some people haven't received these texts, so PTFA have asked for texts to be mentioned on newsletter – informing parents that texts have now been sent out and if they haven't received them to contact Mrs Walker to check their contact details.

4. Forthcoming events

- **Circus** – Sat 16th May 2009 – Dianne and Sarah Taylor are co-ordinating this event. Mark Greaves is opening up school. Nicola is coming up to school to check how setting up is going on Saturday morning at 10:30am. A leaflet drop has been done locally this week – thanks to everyone who has helped.

Andrew White & Phil Kay are going to put up the gazebo on Sat morning 10:30am.

Dianne, Sarah T, Sam Kay and possibly Catherine King will be helping with tickets on the day.

Tuck shop (will sell sweet bags and drinks)– rota discussed:-

1pm showing – Cathryn and Nick

2:30pm showing – Cathryn and Nick

4pm – Louise Barnes and need another volunteer please.

If anyone else feels they can help man the tuck shop when they are not watching the circus, please speak to Cathryn Walmsley or someone on the PTFA in the playground.

Thank you to Nicola who has volunteered to make up the sweet bags.

- **Summer Fair** - Fri 26th June 2009–Sam White to apply for the licence in Alison Barnes name. Sam Kay needs list of prizes left over from Masquerade Ball - Alison Barnes to provide list.

Flyers to be delivered – if you can help, please speak to Cathryn Walmsley in the playground who is co-ordinating the distribution volunteer list.

We also need volunteers to help on the day from 9am – please let Cathryn Walmsley/Alison Barnes know if you can help. We need helpers all through the day, and after school to help set up stalls. Thank you. Volunteers so far are Alison Barnes, Nick Salter, Sam Kay, Sarah Taylor (pm only). Thank you.

First letter is copied and ready to go out as soon as possible. Please could Helen distribute this to all children. Thank you.

- **Summer disco** – Fri 10 July 2009 – Sam to apply for licence in Cathryn Walmsleys name. Disco letter is to go out on Monday 29 June. Reply slip to be stamped and sent back to parents as the ticket for the event. Banner – Sarah Heib is looking into where the banner is, and whether we need to get a new one made.
- **Gift aid progress** – Nick to send out second gift aid letter – a signature is required on the declaration.

4. Any other business

None

Next meeting date 7:30pm Tues 23rd June 2009

Meeting closed at 8:50 pm