

Registered Charity No. 291223

PTA Meeting – Monday 13th May 2019, 1.15pm

Present: SL (Chair), CMu (Co-chair), JP (Treasurer), CM (Secretary), SR (Co-secretary) DE (Head)
AL, CH, LT, GB-W, MS, SL, CD.

1. Chair's welcome:

- In SL absence, CMu thanked everyone for coming, and explained SL and DE would be late and gave their apologies.

2. Financial report –

Although account is showing £14,000, approx. £11000 of this is accounted for items such as the Kiln, and the Outdoor Gym. The equipment has now arrived, waiting for the invoice to pay up to half of total cost of equipment and fitting. The £2500 raised at the Ball is earmarked for the Daily Mile. £100 was agreed for the Yr. 6 SATS breakfast, just waiting for invoice before that is paid.

The Circus – sold 2/3 of tickets so far, meaning we have covered the £3000 cost of the hire of the circus, so any more ticket sales are profit.

3. Plans for future events/fundraising

- **Fathers and Super Hero's Gift Sale – Friday 7th and Monday 10th June**
 - As gifts for Men are harder to source, and children can't buy their Dad's beer, we are going to do crafts at 50p an item. Keyrings and Book marks.
- **Cake Sale – Wednesday 22nd and Thursday 23rd May**
 - It's been hard trying to get specific year groups to lead with the cake sales, so we need helpers for this.
 - 22nd SL, CD&v, MS, CM
 - 23rd SR, JP, GB-W
 - Ask Year 6 children if they'd like to come and help sell the cakes
 - Message to go out to parents requesting cakes and in Bulletin and on facebook class pages.
- **Frozen Friday – Ice Cream sales – starting Friday 17th May**
 - ❖ Tesco's have some good deals on, so need to empty Fridge of ice – offered to Little Fishes – take them some Tuesday morning
 - ❖ SL to do order and message GB-W or SR re date and time of delivery to see who can receive and stock freezer.
 - ❖ SR available on 17th to sell.
- **Summer Fayre/Circus – Thursday 27th June**
 - We are restricted by the circus not to sell things like popcorn and candy floss, because they do that, but we can do a bar, BBQ, tombolas, raffle, bouncy castles, face paint and games.
 - Stalls will need to be 'manned' from 3pm until 5:30pm, with 2 -3 volunteers per stall. We will reserve seats for volunteers that run stalls all afternoon and help pack up.

The games we already have available, and think would work well at the circus themed fayre are as follows; Coconut shy, space hopper races, human fruit machine, splat the rat, tin-can alley, hook a croc, pick a lolly and also a £1 stall. Year 1 are going to do tattoos and glitter tattoos. AL and CH to ask a contact about face painting. Each year group should run a stall. Class reps to ask on class pages for help.

- We are currently investigating catering options for food, possibly providing a burger van, pizza or jacket potatoes. The bbq is popular; but is a lot of work for 4 people. AL and CH know of someone who has just set up their own food van and will enquire if they are available. CMu will put a call out on Facebook pages to see if anyone is available with a food van.
- We are not running any outside stalls, or a toy or book stalls this year as a lot to do to pack up school/pta stalls in time for circus.
- We are planning to run our own bar; café for tea, coffee and pick and mix; and cake stall.
- Non school uniform on the 27th for chocolate and bottle tombola prizes.
- Big change for the Raffle this year is to do a Rainbow Raffle, with each year group being given a different colour to collect items for. We will also be requesting donations from local businesses for the Raffle. Tickets have arrived and been put in envelopes ready for sending out before half term. Letter explaining new raffle collection and raffle tickets to be emailed out before half term. SR and CM to do.
- CMu investigating getting a DJ to add a bit of ambience and also to help compare school displays such as Samba Band etc.

4. What are we currently fundraising for/School Wish List?

- **Daily Mile track** – all profits from the Ball, £2500 will go towards this as previously stated, and this will be our main fundraising focus after the outdoor gym is built.

5. Mr Etherton's Thoughts

- Have we planned for the Samba band to perform at the Summer Fayre? We have, and other potential performances
- DE would like to organise a working 'digging' party to fit the Exercise Machines, probably a weekend in June
- Planters have arrived and each class/year group is going to be responsible for one. SL has asked Naomi Ferrett-Cohen to give us some advice for the entrance planters with high impact/low maintenance plants.
- SL and DE to have a chat about Event Booking Form to ensure everything goes in newsletter and bulletins in plenty of time.
- As discussed at previous meetings the computers in the IT suite are coming to the end of their life. The governors have some money but must pay 10% towards paying the School's hot water pipes. School has received a grant for £70000 for pipes, but governors have to pay £7000.
- DE to ask teachers if they want to buy tickets for the Circus. It is possible for them to do it on PTA events, all secure and no personal information is displayed to anyone other than administrators. Then we will open ticket sales up to friends and family of school attendees.
- Finally, the Palace is going during the Summer Holidays. Another school can make use of it. So, DE and SL and other core PTA members to do a school and grounds walk to discuss and find storage locations for PTA equipment and possible locations for Santa's grotto etc. Going forward, also ideas for use of space will be needed, once the Palace has gone and ground made good.

6. Date of next meeting – TBC.