



## MINUTES

**Date:** Monday 25<sup>th</sup> September 2017

**Purpose:** PTA AGM Meeting

**Location:** ALL Saints Wine Bar

**Attendees:** Isabel Howett, Vix Carroll, Chrissy Tresidder, Louise Bellis, Siobhan Parkin, Neeta Matharu, Sarah Candela Rodriguez, Jo Etherington

**Apologies:** Vicki Miley, Jordanne Hope Edwards-Maddock

### ITEM

### ACTION

#### Financial Report for 16/17



1617 Treasurer's  
Report.pdf

The Treasurer's report for the previous school year was reviewed, with forthcoming planning and events considered in line with both the social and the financial benefit it brought School and Parents.

Overall fundraising was up on the previous years although it was also noted that expenditure increased too and therefore residual funds carried forward into 17/18 remained in line with previous years. The increase in fundraising was used to provide books, trips and sports kit for the school. In addition events such as the reading breakfast morning and nativity were new events for the year for the PTA to support.

#### PTA Nominations – School Year 17/18

The roles needed as part of the PTA committee are detailed in the document below. These were circulated prior to the AGM with all parents.



PTA\_Roles\_1718.doc  
x

Isabel Howett nominated Chrissy Tresidder as Chair (joint)

Chrissy Tresidder nominated Isabel Howett as Chair (joint)

Both positions were 2<sup>nd</sup> in the room by Louise Bellis, Vix Carroll and Neeta Matharu

Isabel Howett nominated Louise Bellis as Financial Officer

Louise Bellis nominated Victoria Carroll as Secretary

Vicki Miley was nominated by Chrissy Tresidder as an Officer, this was 2<sup>nd</sup> within the room

Siobhan Parkin was nominated by Isabel Howett as an Officer, this was 2<sup>nd</sup> within in the room

Jo Etherington was nominated as an officer by Chrissy Tresidder, this was 2<sup>nd</sup> within the room

Neeta Matharu offered to take on marketing and advertising for the PTA

Those voted into their roles for the school year 2017/18 accepted their roles and will now form part of the St Gilbert's PTA committee



### **PTA COMMITTEE MEETING WITH SCHOOL**

There is meeting scheduled with Miss Dicker on 18th October, Isabel and Chrissy will attend. This will be with a view to suggesting ideas to the school about how parents would like to see the PTA money spent, as well as finding out what school projects there are planned for the year ahead which the PTA may be able to contribute to.

Suggestions from the committee in attendance at the meeting included.

Hanson have offered to give a significant donation to the school if there is a project

Forest School – creation of provision for school children

Swimming lessons (for younger years in the school)

More support for sports and music in the school

PGL contribution (amount tbc) for this year to be made by the PTA (this was agreed by the PTA 2016/17)

### **TERM 1 EVENTS**

#### **DISCO - 23rd November – Vix (Disco Team Leader)**

- Date confirmed as 23<sup>rd</sup> November to be inclusive for all year groups that want to attend
- Disco man Steve is confirmed
- **Request for volunteers to be made to help cook / feed and tidy after the event**
- **Facebook invite to be created**

#### **CHRISTMAS FAYRE – Saturday 25<sup>th</sup> November**

- Christmas Fayre date confirmed Saturday 25<sup>th</sup> November, 3pm-5pm.
- Raffle ticket review to avoid excess printing costs (increase ticket price to £1) with only 1 book issued to each child.
- Pulled Pork / Rolls / Veggie option
- Volunteers needed to support – volunteers own the stall (issues with the Parentmail communication).
- Sell tickets for Santa's Grotto beforehand? Use Event-Bright. Use Parentmail to book Santa's Grotto as per Parents Evening.
- Gingerbread shapes for children to decorate
- **Check with Alison Timson** about Christmas Tree Chance / Hundred Square – not done in 2016 but made money in 2015.
- Food / Drink co-located – last year it was too spread out
- No external stalls / Gingerbread Houses / Mistletoe / No second hand toys / school uniform
- Photo with Father Christmas's for donation
- Business Club & St Gilbert's - stalls
- Raffle for those that don't want Bruno
- Wrap-a-present stall
- Entrance cost £1 for adults – kids free
- **Isabel to book FC for Fair and School Parties**
- Raffle donations – week preceding the fair – non uniform

# St Gilbert's Church of England Primary School PTA

Foundry Road ♦ Stamford ♦ Lincolnshire ♦ PE9 2PP



## CHRISTMAS PARTY – 2<sup>nd</sup> December – Adults only – Canapes / cheese board / bar / music

- Ticket price £20 pp
- Clear up team needed (rubbish cannot be left at the venue).
- **Lou to check licence restrictions with servers (age restrictions)**
- Sparkle corner – **Neeta**
- Ask **Sofia** if she would be willing to do something (Salsa).
- Catherine Needams son - DJ?
- **CT to ask Hoo Haas re 2<sup>nd</sup> December availability**
- **Siobhan to ask DJ friends on their availability on 2<sup>nd</sup> December**

## CHRISTMAS PARTIES – 11th December

- KS1 / KS2 - Stripey Wipey
- Presents to be brought and wrapped
- FC to be booked
- Volunteers needed

## CHRISTMAS SOCIAL – Date TBC

- **Reef making** – Claire Bayliss to be asked if she would be happy to organise this again

## CHRISTMAS CARDS – Work in progress

- The cards have been submitted and received by the card company.
- Proofs are due back by the 6<sup>th</sup> October
- Card information to be promoted on the PTA notice board ahead of the proofs coming back
- There is then a week to receive and order for the parents. Orders in from parents Thursday 12th
- Very tight deadline in order to receive the beneficial pricing

## ANY OTHER BUSINESS

- **Coffee Morning social** – Friday 29<sup>th</sup> September – being organised by Claire Bayliss
- Isabel and Chrissy are meeting with Miss Dicker on 18<sup>th</sup> at 14:30
- Lou to follow up with Mr Allen on the Grants available for the year ahead
- **New Parents Social – 12<sup>th</sup> October – All Saints Bar – Stamford**
- **Cake Sale 20<sup>th</sup> October** (Chrissy, Lou, Jo)
- **Carol Service Refreshments (Volunteers needed – date TBC)**
- **Nativity Refreshments (Volunteers needed – date TBC)**

## EASY FUNDRAISING

- Need to push the use of Easy Fundraising with parents – there seem to be only a few people that are using this to aid the raising of money to school.  
**Louise to do ParentMail** for Easy Fundraising  
**Flyers to be put together and a demo each event (12<sup>th</sup> October – New parents night).**  
**Tell Us When you use it and be a winner**

## NEXT MEETING

**MONDAY 9<sup>TH</sup> OCTOBER 2017 – STAFF ROOM – 0900 (AFTER DROP OFF)**