



Dobwalls School PTA

16th January 2019
Dobwalls PTA Minutes

Present:

Name	Initials
Nicki Bellows (Chair)	NB
Melissa Quick	MQ
Maddie Davies	MD
Abigail Holden	AH
Hazel Young	HY
Cally Bowers	CB
Rebecca Manning	RM
Morwenna Sayers - Via Face Time	MS

The first official meeting of 2019. The group have previously met informally to arrange and finalise events, most recently the Christmas Fair, which all agreed was a great success, raising over £900. It was confirmed by NB that all thank you letters have now been submitted to businesses who generally contributed towards the fair.

Meeting Purpose

The purpose of the January meeting was to discuss and finalise the forthcoming fundraising event Calendar.

Calendar of Events

The next events timetabled as the End of Term School Disco on Friday 15th February. The committee agreed the entrance fee would be £3 to include unlimited squash and a one hot dog each.

Action: RM to ask if Kim McVeigh would be able to design a poster for the disco event.

Action: CB to look up cost of investing in glitter tattoo kit which can be utilised at the events, a charge of 50p a tattoo, ensuring that there is no risk to allergic reaction and pre-warning parents / carers.

It was confirmed that Alan Mayne will call the bingo and provide the machine free of charge ON Friday 29th March for the annual Easter Bingo event in the school hall, previous events have been a great success, doors open 5:30pm some limited refreshments available.

Bingo prizes will
be given for attaining more



1 line, 2 lines and a full house. It was noted that
than one person can win at the same time, therefore there will need to



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be duplicate prizes in place in case more than one person calls 1 or 2 lines, even a full house. It was agreed that a total of 8 games will be played, with an interlude after 4 games.

Prizes allocated for winning will be Easter themed, Children will have the opportunity to have a non school uniform day on the 29/3/2019 and bring in Easter Eggs which will contribute as the prizes.

Action: Email Heather to ensure the Non School Uniform is advertised on the newsletter for the Easter Bingo.

Capacity in the school hall will be 96 for eyes down.

Volunteers will be required for tasks on the night for both events, School Disco and Bingo to include:

- Setting up and Clearing Up,
- Refreshments
- Selling Raffle Tickets – Checking Winning Lines / Glitter Tattoos and Tuck Shop at the Disco Infants and Juniors
- Runners

MQ kindly agreed to donate cupcakes / cakes at the Bingo event.

The Summer fair was discussed and NB agreed to approach Mr Gray for a confirmed date in the June / July 2019 so planning can commence.

Treasurer

MS put forward a vote to be the PTA Treasurer, this was seconded and MS was agreed to be the PTA Treasurer, a hand over will be arranged.

Appendix 1 outlines the actions which were agreed at the meeting and will be followed up in January.

Appendix 1:

Actions	Who to Action	Update
Ask if Kim McVeigh would be able to design a poster for the disco event	RM	Completed
Email Heather to ensure the Non School Uniform is advertised on the newsletter for the Easter Bingo	RM / NB	Completed
Research cost of investing in glitter tattoo kit	CB	Completed





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Check and finalise the date for the Summer Fair 2019	NB	Completed
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Date of next meeting : **February 2019 – date and time to be confirmed**

Agenda items and Matters arising include:

Welcome to new members

List of forthcoming events for 2019 / 2020 to be developed