

Minutes of the PTA Meeting held at Branton First School on Thursday 14<sup>th</sup> January 2016 at 6pm.

Present at the meeting: Chairperson, Vice Chairperson, Secretary, Sarah Rogerson and Zoe Ryan

Apologies were accepted from Helen Cowens and Claire Wood.

Minutes from the last meeting were seconded and proposed by Sarah Rogerson.

Matters Arising

The Chairperson asked Zoe Ryan about planning finances for the year ahead and how the PTA could help with swimming costs etc. Zoe said that the budget would be done in March, two fold, for 2016/17 and so it may be helpful to have the £2K for swimming again. Zoe reported that Theresa would communicate with us regarding this.

It was discussed that in December the money which was made at the school performance for the raffle, auction, ticket sales and contributions had been paid into the school account. The Chair asked if we thought we ought to have this paid into the PTA account. It was agreed that we would ask the treasurer what she would like to do. Helen to decide and let Theresa know.

The Chair asked Zoe if there were any other visits coming up that the PTA may need to help fund such as transport etc. Zoe reported that the school had bought a National Trust membership and so they are looking to visit some fairly local places with this membership and therefore any trips would not be too far away and therefore not be too costly. But would discuss once the trips/visit were confirmed.

The Chair asked Zoe if she would like the PTA to contribute to the gymnastic costs for this term. Zoe reported that the gymnastics cost is £25 for the coach and approximately £75 for the bus each week. It was agreed that the school would ask parents for a weekly contribution of £2.50/£3 per child and then the PTA would top up.

The Chair and Vice Chair asked about the financial future with becoming a Primary School as of September. It was discussed that to date the School were unsure of what funding they are being provided. It was thought that depending on what funding Branton is allocated the PTA may need to fundraise for a porter cabin for example.

Sport Relief – It was reported that this year Sport Relief was on the 18<sup>th</sup> March and it was thought that the school would once again do a sponsored walk. The Chair asked if the PTA could to a sponsored walk but Zoe reminded the committee that it is a very short term and there perhaps would not be time for two sponsored walks. It was agreed that with a possible big year ahead, financially, it would be an idea to split the funds of one sponsored walk between Sport Relief and PTA.

Celebration Party – The Chair asked what the committees thoughts were regarding hosting a party to celebrate the school staying open. The Vice asked who The Chair was aiming this at and the Chair wondered if we needed to thank the community for all their support over the last year in helping us to keep the school open. It was discussed and agreed that the public was thanked at

the School Christmas performance at Christmas and it may be a better idea to host a party in the summer to say goodbye to Branton Community First School and welcome Branton Community Primary School.

Zoe wondered if we could host a Summer Fair type event, possibly in Ingram, using the village hall, perhaps on a Saturday, and have stalls and stands, tombolas etc. Zoe also suggested having this event mid-summer term when things are not quite so busy.

The secretary proposed having this type of event that Zoe had suggested but hosting it at the School so that we could 'show case' the school and let the public in to see the facilities and the fantastic playing fields. It was agreed that we should try and show off our school as best possible. Zoe mentioned that we needed an Open Day and perhaps we could combine the two events.

The Vice Chair decided that in order to organise this event we needed to form a separate committee to arrange the fair as more people would be needed to help as it will take quite a bit of organising.

The Chair asked how much money do you think we would need to raise if we needed to fund a porter cabin for example? It was thought that we may need about £20K. The Vice Chair said that we should speak with Barclays Bank as they help community projects. Diane agreed to create a committee which could arrange the fair and raise considerable funds for going Primary. Zoe said, at the time of the meeting, the Council had not informed her of any funding and she was still waiting a reply. Zoe said she would send another email and hopefully get a reply soon. The Vice Chair said she would email all parents and try and arrange a meeting.

It was discussed that we needed to advertise the school more than in the past to local people and further afield. The Chair suggested that we need to produce a leaflet with information about the school and photos and perhaps get it put into the newspaper round in the Garage at Powburn. The Chair agreed to speak with Sam in the Garage about this. Zoe asked about signage and wondered if we could look into more prominent signage for the school, also advertising banners/boards and also some advertising on local radios such as Lion Heart?

Charity Shop – Branton pop up shop! Diane explained that the shop in Alnwick were unable to commit to a week/days for us to have the shop there and so it was agreed that we would go ahead and hold it in Wooler again this year. The Chair asked if 28<sup>th</sup>, 29<sup>th</sup> & 30<sup>th</sup> April would suit everyone and it was agreed that this date would be investigated and confirmed. It was discussed that in the next school newsletter we would ask parents, families and friends to collect unwanted goods for the shop. It was also agreed that we would run a raffle for a food hamper and possibly look at having a cake stand. It was also decided that we would have an advertising space on the wall for the Open Day/Summer School Fair.

Clothes Collection – Abi explained that the Air Ambulance do not pay as much as they used to and it was agreed that we need to look at other bag collection prices. The secretary thought that Helen had previously looked into other bag collection prices and we should find out what she discovered.

Social Evening – At the last meeting it was discussed hosting a Pub Quiz at The Queens Head in Glanton. Claire Wood had previously offered to head up organising this event and the Secretary reported that she was still happy to do this. It was discussed and agreed that perhaps a good time to have this event would be early March but we would need to ask Lisa and Claire when would be a good time for them. It was also discussed that we should ask Lisa's advise on whether we do a ticket price to include a meal and a drink or what works best?

Sarah said that if we are unable to find a date to suit then we could consider doing a quiz which families pay to take part in, but can take home a quiz sheet from school and do it in their own time and then return when finished. This would be easy to organise and does not commit people to one date.

Zoe also added that Community Bingo is very popular and perhaps might be something to consider as a social evening for fundraising in the future.

The Chair also mentioned a valentine disco again this year? The disco we hired last year would most likely take our booking again as we are on his 'regular list'. It was agreed that we would talk about this.

Date of the next meeting was to be agreed once Diane had emailed all the parents regarding the extra committee for fundraising.