

St. Nicholas Catholic Primary School
Parent Teacher Association AGM
(followed by General Meeting)

Monday 26th September 2016 – 6.30pm

Attendees:

Angela Folland, Emily Kitchen, Alex Bosley, Susan Lloyd, Wendy Robinson, Karen Botting, Naomi Fermor-Oldfield, Kathleen Ebdon, Tracy Girling

Apologies:

Lauren Stone, Lizzie Gibson, Becky Friend, Marie Knowles, Steph Curry, Faye Barker, Sarah Tickle, Annette Webb, Charlotte Dawes

AGM

Welcome from PTA President

Angela Folland welcomed attendees to the AGM and thanked all PTA members (parents and staff) for all their hard work and fundraising over the last year. The new style events that have been trialled in the last year have been well received by parents and staff alike and have made it possible for more staff to volunteer their help. Angela spoke of the value of the relationship between the school and PTA and the important role of the PTA's work/fundraising within the school community.

Chair Report

Alex's Chair Report, covering the work and fundraising of the PTA over the last year, was emailed separately to all members and will be posted on the school website

Treasurer Report

- Current bank balance: £7753
- There may be a few small deductions still to come out (payment on receipts for purchases made by PTA members).
- Total Income in last year: £10,056.48 (includes school purchases and event purchases)
- Total Expenditure in last year: £8290.23

Karen and Wendy to confirm the figure for school purchases over the last year.

Overall a good financial year. The accounts are still to be formally completed and signed off.

Election of Chair

PTA Chair: Alex Bosley

(nominated by Naomi Fermor-Oldfield, seconded by Karen Botting)

Vice Chairs: Steph Curry and Naomi Fermor-Oldfield

(Steph nominated by Wendy Robinson, seconded by Kathleen Ebdon)

(Naomi nominated by Alex Bosley, seconded by Wendy Robinson)

Election of Treasurers

Treasurers: Wendy Robinson

(Wendy nominated by Naomi Fermor-Oldfield, seconded by Alex Bosley)

Election of Secretary

Secretary: Naomi Fermor-Oldfield

(nominated by Alex Bosley, seconded by Karen Botting)

GENERAL MEETING

School Disco – Friday 14th October 2016

Agreed disco times of:

- 5.30 – 6.30pm Foundation Stage and KS1
- 6.45 – 8.00pm KS2
- DJ booked – £150 to be paid on night
- Small prizes required for DJ to give out – Karen to buy (Naomi to check if any left over from last disco)
- Glow bands need checking to see if any left. If required, Sarah Tickle will be asked to purchase glow bands.
- Steph to buy Sweets/Fruit Shoots/Crisps (may need more sweets as always sell out – trialling crisps this time)
- No alcohol to be sold, so no event licence required
- Café (serving teas and coffees) in Bickleigh
- Biscuits/cakes to be offered? TBC. Milk from Foundation Stage on night.
- Posters already supplied by Naomi.
- Discussed need to make KS1 parents aware that Teas & Coffee available in Bickleigh Room – will use the new large blackboard by entrance to hall.

Volunteers:

- **KS1 Disco:**
Steph, Sarah, Faye, Kathleen, Karen, Lizzie, Naomi
- **KS2 Disco:**
Steph, Sarah, Karen, Naomi, Lizzie, Alex, Tracy, Kathleen

PTA Supplies

All supplies to be checked. Basement full, so Emily to ask Neil to make access possible for Naomi to check 'brown box' at end of week. Suggested stock take of current items and using spreadsheet on Google Drive going forward to update and track supplies following each event.

Theatre Alibi – Thursday 30th November 2016

PTA helped office staff with tickets last year, so same this year. Awaiting confirmation on everything from Ali when she has it. Helpers will be required on the night – TBD at next meeting.

Christmas Fayre – Friday 2nd December 2016

Same format as last year: 5.30 –8.00pm

- Alex to arrange licence
- Choir to sing at end (before raffle) as last year
- Angela to contact St. Peter's re musical entertainment
- Children's crafts to be offered as usual – may be not so many classes per classroom this year and maybe use mix of stalls and children's crafts to mix things up
- Corridors very crowded last year, so to work out better layout of stalls and supply map with stalls locations listed for those attending
- All agreed to not offer turkey as poor sales over last couple of years. All agreed to give parents and children the food they'd like – so maybe burgers, sausages etc. TBC.
- All agreed on stall charges: £20 for business / £10 for charity
- Santa booking system discussed as opposed to queuing – TBC
- Photo option for Santa's Grotto – Naomi to look in to
- Naomi will supply posters
- Non-Uniform Day for donation for Chocolate Tombola and Hamper – date TBD
- More discussions and decisions on finer details at next meeting

Shopping

- PTA agreed to pay for new wet weather gear for EYFS - £271.00 for 30 sets from Mole Valley (on sale – down from £17.99 each!)
- PTA agreed to pay £240 towards the PSHE Skipping Workshop (charge of £1 per child, but if school pay an extra £240, they get a skipping kit bag to keep which will benefit all the children)
- Angela spoke briefly about the CAFOD 'Live Simply Award' and the larger projects that the school are considering (outside learning areas, landscaping grounds, quiet reflection areas, landscaping grounds, composting areas) and asked the PTA to consider helping financially towards these, possibly as part of a match-funding project. All in the early stages, but will be discussed at future meeting as things progress.
- PTA to try and use fairtrade if possible for some supplies (as part of CAFOD 'Live Simply Award')

AOB

- Naomi asked Angela about possibility of more dedicated PTA storage space in the Bickleigh room (in form of base units on left hand wall as you enter). Angela agreed in principle but to check with Neil for costings and suitability. TBC.

Next Meeting

The next PTA meeting will be held at school on Monday 17th October at 7pm.