**Chapelford Village Primary School**

**ChaPTA**

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**Santa Rosa Boulevard**

**Great Sankey**

**Warrington**

**WA5 3AL**

**Tel: 01925 712554**

**www.chapelfordvillageprimary.co.uk**

**CHAPTA Minutes**

**Wednesday 19th June 2019 (School Meeting Room)**

**In attendance were:**

Gaby Hannibal (Chair)

Jane Eden (Secretary)

Clare Earps (Trustee)

Lesley Ratcliffe (Trustee)

Aini Amin

Cristina Ormesher

Nichola Stewart (Assistant Headteacher)

**Welcome and Apologies received**

Sunita Khashu (Treasurer & Trustee)

**Previous Minutes 25.4.19**

Signed as a true and accurate record by Chair

**Previous Events**

Chocolate Bingo – Money Raised £491

Bag2School – Money Raised £88

Monies have been banked in the TSB and the balance as at 2.6.19 is £3650.98.

**Fundraising Events**

Y6 Alder Hey Charity Event 28.6.19

Y5 Cancer Research Event 12.7.19

These events are specific to the year group and money raised goes towards the year group charity and not to the school.

Discussion took place of future events that could take place in school to raise funds for the school these include:

These events which will be linked into the school planner and shared with all parents at the start of the academic year however can a Chapta newsletter be sent prior to the end of this term providing the information to the parents.

Opening of Outdoor Gym – 5th September 1.30pm – Warrington Wolves Players

Colour run – school playing field 20th September Time further info to follow

Bag2School – Date to be TBC but will be early September

Pumpkin Competition – October 2019 further info to follow (JH confirmed okay to proceed)

Fashion Show/Stalls and Indian food stall with Cookery demo – 29th November 2019 (date to be confirmed once Fashion show booked)

Christmas Disco 9th December Early Years 4.30pm – 5.15pm, KS2 6pm – 7pm and 10th December KS1 5pm – 6pm

Spring and Summer events will be discussed at next meeting but it was agreed to have a set programme of events during the year that were regular, the main event would be the annual firework display which is planned for the 7th November 2020. Early planning is required to ensure a successful event.

**Funding Requests**

Part funding has been previously requested for an outside gym and an amount of £2500 had been agreed. The outside gym equipment has now been ordered and the total cost is £5998. The school has asked if the PTA can match fund the school therefore the agreed amount to fund is £3K not £2500. The school will require the money in the new financial year in September.

Cristina arranged for Mike Cooper and some other Warrington Wolves players to attend school for the grand opening of the outdoor gym on 5.9.19 at 1.30pm.

Y6 have requested part funding for the Prom, the rationale being that the school disco is costing more due to an alternative DJ being brought in. (the usual DJ is already booked out). Costings will be kept to a minimum as individual balloons will not be purchased, just balloons for the backdrop and table decorations. Aini kindly volunteered to bake the cakes at cost which will also save money for the school. Cristina will check with a contact re a Photo Booth and check costs.

The cost provided to school from Chapta will not exceed £150 and once known the money will be taken from the Natwest Bank account which has a balance of £265.28.

**Any Other Business**

School Lottery update – Since the launch on 11.5.19 the lottery has raised £88.40 for the school. Projected annual funds £1310.40. Currently the school lottery has 63 tickets purchased and we would like to increase this next target 100 tickets. Sharing on social media and across school social media and newsletter.

Cristina offered to help with the social media access and will be making enquiries with

**Action Points**

Actions outstanding from previous minutes:

Handover Treasurer – CE liaising with Sunita

Close NatWest Account – CE to action

Provide cheque to school budget for Prom resources – CE to organise with previous treasurer

Organise newsletter with dates for Autumn Term – send July 2019 – GH

Individual Cake Boxes to be ordered for Y6 prom – CE

List of Y6 first names for cupcakes – CE to pass to Anin

Send Cristina contact info for Social Media – CE/CO

Cristina to check re Photo Booth re Prom and advise - CO

Update yearly planner with Headteacher adding in fundraising events – CE/NS to action

Colour Run Day – CE to update GH once know

Bonfire Night – Check with other PTAs for advice and guidance – CE/NS

**Date of Next Meeting**

16th July 2019 at 9am in School Meeting Room