

PTA meeting – 22nd October

Minutes

Attendees - Dulcie, Beth, Zoe, Mel, Carrie, Sam, Lucy, Victoria, Giselle, Tamsin

Apologies - Sue S, Rebecca, Leila, Claire, Stuart, Louise, Sue C

Committee Members review

Review of existing committee member spreadsheet to ensure it is up to date.

Manual copy amended

ACTION POINT Carrie to email spreadsheet to Lucy

Fish & chip night

Forms starting to come in. Should be fairly easy to fill the tables. max number of tables would be 8, with 8 people seated at each table.

Dulcie has done a trial run with the fish and chip van, but the quality was not great. The alternative is now Mr Fry at Hungerford. Will need to do in 2 batches and be able to collect from the shop. The has been booked

ACTION POINT - Zoe looking into crisps for the table and extra packs that can be purchased on the night.

Zoe is also looking into providing Pepsi, beer and ale as she has some left over from her wedding which she could sell to PTA (good deal when bought)

Sam and Mel on the door

In process of applying for license

Prize - 4 bottles of wine

ACTION POINT - ensure everyone aware that it is only for adults

Giselle - good wines around £4.50 -£5, can also allow sale & return, glass hire, soft drinks, beer

Table set up from 4.30 - volunteers needed to help set up and clear away

Auction of promises

List so far contains 16 entries

ACTION POINT Carrie to ensure she knows the true cost and to be able to set a reserve.

Agreed at around 50% of the value

Allow people not coming on the night to place bids. Confirm system to allow this

A small poster for each entry, detailing the promise, along with a bidding sheet. These will be placed in the room for everyone to see and place bids.

ACTION POINT - Carrie will email PTA committee members to request a donation towards the hamper to auction? Those who are willing, and perhaps have not already donated to the promises could contribute to the hamper.

ACTION POINT - Zoe will ask The Pink Door if they would like to make a donation as there are no beauty type products/treatments, which may be popular.

Christmas craft activity morning

Different angle taken this year. No stalls selling, but along the lines of activities for the children to take part in.

Charlotte is organising this

Mel to do the risk assessment with Sam

Santa grotto

Confirmed as 6thDec 10.30-12.30
Help needed for setting up and clearing up
Cake donations - in book bags week before
Face painting - Victoria
Tattoos - Sam and Beth
Xmas decorations - Lucy
Colouring in table - free templates to use
Kidies tombola
Sand art
Personalised baubles
Scratch art
Decorate a cookie
Music playing
Charge £1 to get in
Help for setting up - Beth, Lucy, Mel, Dulcie, Victoria
Help for clearing away - Zoe, anyone else???
Kids tombola - unisex every child will win, non school uniform day in exchange for pressie bags to school - after half term. Will go out in book bags as soon as bags received. dates confirmed as Nov 20th and June 10th
Xmas pressies
Decided on bag danglers
Wrapping volunteers - Lucy, Beth, Carrie, Tamsin, Robyn, Sam

Wish list
Life bus £577
Road safety went down very well, good response from the children
First aid £400
KS1 furniture £1700, cap of £2000

Ensure parents are given details on what the PTA are raising money for, and what has been funded. To ensure everyone is aware of why we are fundraising and the benefits to the school/children.
Perhaps a longer term strategy is needed for future expenditure. Have a primary goal for fundraising and ensure we can measure and plan towards that goal.

Wine tasting
Date agreed: 28th march.
Giselle has confirmed this date is acceptable and will organise with Newbury Majestic as per last event

ACTION POINT Sam to arrange expense claim forms from Alan

Ideas for promoting PTA and our events
PTA on the school website - events, meetings etc as currently blank
Facebook and Twitter for the future as long as it is controlled
PTA email address

Newsletter
Good response, want to see more of this
Next one about fundraising and trying to recruit additional helpers

Wish lists

1 each quarter

Fundraising website

Zoe has signed the school up for the Yellow moon percentage back. Magazines have gone out in the book bags and the school will receive a % back for any orders placed

AOB

Application for waitrose (green token charity)- Zoe has submitted

Knight frank to sponsor mayday- Tamsin is looking into this

Next meeting 1st dec - Dundas