

RICHARD CROSSE PTA

Meeting Minutes

13th September 2018

I. Attendees

The following attendees were present, Nicola Jarrett, Rob Hiley, Emma Heathcote, Debbie Clayton and Marcella Henley

Apologies were received from Martin Sleigh and Louise McGuffie

II. Approval of minutes from last meeting

Actions from the prior meeting minutes were closed as complete

The Kings Bromley show was discussed and feedback was the weather made it very difficult to sell balloons and water but also we really needed better signage and much more on the stall. Tombola has been suggested for future events if possible as this is always a crowd pleaser

III. New business

- a) It was agreed to send a flyer to all parents to promote the PTA, to highlight upcoming events, promote the 59 club and ask for volunteers to sign up to support events

Action: MH to complete

- b) Big Breakfast: we agreed to hold a big breakfast early October. Possible date discussed was 6th October.

Action: MH to check with Kay re date and support and dig out rota and supply quantities

DC to check with contacts re meat alternatively we will aim for trade discount from local butchers

MS to contact Coop re anything they can provide

EH to speak to Fran Allen re setting up interactive spreadsheet to enlist parent donations / help

- c) IQ Cards: All items have arrived and designs are to be complete and sent to parents by 21st September. MH advised they have added additional products this year including magnets and coasters for purchase

Action: MH to complete letter for parents and to send in flyers and forms for children to complete

NJ to liaise with teachers to complete by 21st

- d) A Halloween themed disco was agreed to be held on Friday 26th October 3:30 - 5:00pm. We agreed to provide a light snack rather than full meal consisting of either Pizza slice or hot dog, with the usual tuc shop and apple bobbing

Action: MH to contact DJ to secure date

- e) Christmas Fayre: Date for the fayre is set for 2:30 – 4:30pm on 30th November. It was agreed we would stick with the same format with the addition of a tombola which from feedback last year was missed.

Action: MH to look into parents gifts, cost of a tombola drum

DC / EH to decorate Grotto, will include picture with Santa and slots to be pre-booked as successful last year

NJ to secure Santa and suit

NJ to speak to Sally Parkes re Christmas CD with all classes singing a carol each and the choir completing some extra

MS to liaise with Lee Gwinnett re a generic PTA sign to promote our events as its recognized we do not do enough in this space

MS to check what if anything we might need for the snow machine

RH to confirm Kim is available for face painting

LG to check re external stalls

- f) Christmas Trip: After the success of the trip to the panto last year, MH enquired for this year however the Rugeley Rose is already sold out. PTA have agreed alternative and are working with the school to ensure it happens

Action: MH to liaise with Miss Bolton on costings

- g) DC discussed the possibility of organizing a ball for adults as this has proved to be a very successful fundraiser for other schools. NJ suggested this could be

combined with a school sleepover so that adults had babysitters to allow them to attend. It was agreed to explore this in February around the valentines theme

Action: DC to explore possibility of using Royal Oak as venue and agree dates

NJ to discuss with teachers availability for sleepover

- h) The AGM is to be held in January, as the Chair and Secretary were not present, the date has yet to be arranged. It was agreed all roles are available for parents to take on

IV. Next PTA meeting scheduled for Thursday 27th September 7:30pm in The Royal Oak

V. Adjournment

MH adjourned the meeting. Minutes submitted by: Marcella Henley