



**Minutes of PTA Meeting**  
**Wednesday 22<sup>nd</sup> February 2017**  
**7.30pm**

**Present:** Mr Rose, Natalie West (Chair), Sian Bull (Treasurer), Katherine Busbridge (Secretary)

**Apologies:** Sarah Mercer, Kathy Whayman

**No amends to previous minutes**

**1. Head Teachers Report:**

- The use of the fencing outside the school for advertising for a termly fee is still to be approved by the school governors.
- Mr Gauge who ran the boys football club has moved away, and another parent will need to take over so the school team can participate in the Colney Cup.
- Great result for Silver Smarties Week – well done to all involved!
- The school have decided to use PTA funds to buy another table tennis table for the Juniors (@ £600) and to add to the “village” in the infant’s playground. A café will cost £3,000 and a carriage for the train will cost £900.
- The decision on what to do with the area at the front of the Infants playground is ongoing. Astroturf is out of the question. (The small area of the playground that was turfed cost £16,000.)
- The Arts Festival will take place again this year, and there is no need for PTA involvement.

**2. Treasurer’s Report:**

- Please see attached Treasurers Report
- There have been several significant donations kindly made to the Summer Carnival
- Income since the last meeting is £4,126, and there is currently £6,185 of uncommitted funds.

**3. 200 Club ticket draw**

- Emma Trim was the lucky winner of £20 with number 19

**4. Update on 2017 Events**

• **28<sup>th</sup> February – Coffee Morning:**

- Sheila will be attending
- Mr Rose will check if Mrs Steadman is available
- There will be recruitment forms for the Spring Fair and Disco
- The PTA Suggestion Box will be out, and will then remain in the school foyer

• **24<sup>th</sup> March - Spring Fair**

- There are currently 17 tables sold, and they will all be placed in the main hall.
- 1 classroom is required for the horses. Year 3 is the most accessible and Mr Rose will let Mrs Cridland know.

- Entrance will be through the double doors into the main hall. Hand stamps will be used to confirm paid entry
  - Refreshments currently booked: Samosa stall, cake stall, ice-cream van (outside) and PTA refreshments
  - Natalie is planning an Easter Egg Hunt
  - The winners of the Easter Bonnet or Easter Cake competition will be announced at 4.30pm
- **30<sup>th</sup> March – Disco**
    - Gaz and Paul are available, and happy to DJ
    - There will be games and music for the infants disco
    - Gaz and Paul will test the water with the Juniors!

## 5. AOB

- **Uniform rails**

Sarah Mercer is selling 2 to the PTA at £10 each

- **200 club prizes and renewals process for new year**

There was a suggestion to up the monthly prize to:

- 1<sup>st</sup> prize @£20
- 2<sup>nd</sup> prize @ £10
- 3<sup>rd</sup> prize – bonus number for the year

[\[Post-meeting note: this has now been agreed by the committee\]](#)

The 200 club numbers will be sold at the coffee mornings and via emails to parents

The question was raised if School Gateway can be offered as a payment method for the 200 club numbers – the fees for each payment are to be checked with Hazel

- **Invitation to teachers to attend PTA meetings**

Mr Rose will speak to the teachers to see if they would like to attend the PTA meetings so we can gain different points of views and ideas on what they would like the PTA to be doing more of.

- **Weekly PTA section on the Heads Blog**

Moving forward there will be a PTA section to the Heads Blog. This is to be sent to Mr Rose on a Thursday

- **Another Quiz Night:**

Paul Prosser is happy to do another quiz (🤔). As there are a number of activities taking place in the summer, a Christmas Quiz on a Saturday night would be better

- **Change of date to fancy-dress party:**

The date of the fancy-dress party will be changed to 31<sup>st</sup> October as the previous date falls in half-term

- **Summer Carnival:**

Mr Rose will request the cost of covered staging from the company used for the Arts Festival. [\[Post-meeting note: the quote for staging and the sound system for the live music is £460. This cost has been agreed by the committee and Mr Rose will confirm the booking\]](#)

The Football Club will do refreshments and will also run a football tournament for everyone to take part in (should they wish!)

The Mayor is confirmed to open the Carnival

- **PTA print items:**

Katherine to produce the A3 thermometer to show monies raised  
The PTA leaflet given to new parents needs to be updated.

***Points to be carried forward to the next meeting as Sarah Mercer was unable to attend:***

- *Summer carnival – St John’s Ambulance, outside stage set, prices of whistles and bang bang sticks (Sarah Mercer)*
- *Pyrotechnic licensees for Fireworks night (Sarah Mercer)*

**Actions:**

Moving forward the PTA Meeting Agenda and Treasurers Report will be sent out one week before the PTA meeting, and on the day of the meeting

PTA section of the heads blog to be sent to Mr Rose by Thursday evening at the latest

**Meeting closed at 9.00pm**

**Minutes prepared by Katherine Busbridge**

**Next Meeting:** Tuesday 21<sup>st</sup> March 2017– 7.30pm