



## Minutes of PTA Meeting

Tuesday 25<sup>th</sup> April 2017

7.30pm

**Present:** Mr Rose, Natalie West (Chair), Kathy Whayman (co-Vice Chair), Sarah Kerr (co-Vice Chair), Sian Bull (Treasurer), Katherine Busbridge (Secretary), Jo Speller

**Apologies:** None

**No amends to previous minutes**

### **1. Head Teachers Report:**

- 2 train carriages and another table tennis table have been purchased for the infants' and juniors' playgrounds.
- One of the nursery parents has kindly offered to help lay the artificial grass along the front of the infants' playground. The school will purchase the materials and he will provide his labour free of charge.
- There was £163 profit made from the football tournament on Saturday 22<sup>nd</sup> April, and some stock is still left. A goal keepers kit needs to be purchased from the profits.
- Mr Rose is going to a meeting at Fleetville School and will ask if we can put a poster up for our summer carnival in the Children's Centre.

### **2. Treasurer's Report:**

- Please see attached Treasurers Report
- Profit from the Spring Fair is £600
- Profit from the Disco is £300
- £25 worth of stock was discarded due to damage
- School Gateway has been set up for the 200 Club and the Pamper Evening.

### **3. 200 Club ticket draw**

- This month's lucky winner of £20 is Julie Kentish with number 65

### **4. Update on 2017 Events**

- **12<sup>th</sup> May – Pamper Evening**
  - Planning is going well
  - 13 tickets have been sold to date
  - The alcohol license has been granted
  - Kathy will be setting up from 5.30pm on 12<sup>th</sup> May. Katherine will be on hand to help throughout the evening
- **26<sup>th</sup> May – Race for Life Refreshments**
  - Natalie is purchasing 230 bottles of water for the children
- **11<sup>th</sup> June – St Albans Half Marathon**
  - Katherine is to confirm timings and number of people needed
  - Request to go out for helpers

- **16<sup>th</sup> June – Summer Disco**
  - The tombola will be summer-themed
  - Prices of marked goods to be rounded down to the nearest 5p or 10p
- **24<sup>th</sup> June – Summer Carnival**
  - Planning is going very well
  - The PTA stalls will be:
    - Sweet Tombola
    - Drinks Tombola
    - Hook a Duck
    - Adopt a Teddy
  - The PTA stalls will all be in the same area and there will be a pool of parent volunteers to work where needed

## **5. AOB**

- **PTA Committee dBS Certificates**
  - Committee members without a current dBS certificate to arrange a convenient time to meet with Hazel to complete the application
- **Fireworks**
  - Natalie is securing quotes from professional firework companies. Nemesis has quoted a 15-minute display on 5<sup>th</sup> November at £1695 or £2250 plus VAT.
  - Natalie is securing quotes for Friday 3<sup>rd</sup> November to see if this is cheaper
- **Uniform rails**
  - 1 rail has been purchased and we are waiting for it to arrive
  - Uniform and ice cream sales will begin on Friday 5<sup>th</sup> May
- **PTA Shed**
  - A date to clear and tidy the PTA shed will be fixed when the uniform rail has arrived
- **Year 3 request for £100 towards school trip**
  - The PTA will provide an additional £150 per class for school trips for the rest of this academic year
  - There was discussion that next year, the yearly contribution could be a total of £500 per class for school trips and Christmas presents. The PTA need feedback from the teachers on what they would prefer moving forward.
- **Stock to be purchased for Summer Events**
  - Natalie will purchase stock when Sian has completed the stock check
- **Non-uniform days**
  - 12<sup>th</sup> May – for the bottle tombola
  - 16<sup>th</sup> June – for the sweet tombola
- **Free gifts for the children at the Summer Carnival**
  - Wristbands with Colney Heath School/Colney Heath School Summer Carnival
  - Natalie is receiving quotes
- **PTA Uniform**
  - Natalie will consider polo shirts/t-shirts to make the PTA committee stand out at events

**Meeting closed at 9.15pm**

**Minutes prepared by Katherine Busbridge**

**Next Meeting:** Tuesday 16<sup>th</sup> May 2017– 7.30pm

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