



Minutes of PTA Meeting Tuesday 6th February 2018 7.30pm

Present: Mr Rose, Natalie West (Chair), Kathy Whayman (Vice-Chair), Sian Bull (Treasurer), Katherine Busbridge (Secretary)

Apologies: None

No amends to previous minutes

AGENDA ITEMS:

1. Actions from previous meetings:

- dBs Certificates – (*Kathy Whayman*) – *ongoing*
- Updates to PTA & 200 club – ongoing
- PTA shed – roof leak – Mr Pawley has made a temporary fix to the roof and we will readdress the need for a humidifier and deal with the mould in the Summer

2. Head Teachers Report:

- Mr Rose will be ordering new computers for each class at a cost of £680 each. The total cost will be £4760. Contribution from the PTA is most welcome.
- On 24th April there will be a “Mind Up” parents workshop from 9.00 to 10.00am followed by a classroom visit. The PTA will do the refreshments for the workshop.
- **Parents Facebook Page:** There is a need to clarify what an appropriate post is, establish rules and update parents on how to report inappropriate or offensive comments. The solution is ongoing and in the meantime the page will be closely monitored with all posts being approved by Admin.

3. Treasurer’s Report:

- Please see attached Treasurers Report
- This month, £7,600 has been paid to the school, and the PTA will contribute £3,500 to the new school computers, leaving just over £1,000 of uncommitted funds.

4. 200 Club

- **February Draw** (drawn by Kathy Whayman):
 - #123 Marcia Stairmand - £20
 - #97 Dave Marlborough - £10
 - #190 Natalie West – Bonus #50

5. Upcoming Events for 2018

- **PTA Spring Crafts After-School Clubs**
 - Booking forms to be drafted and include who will be picking the child up from the club
 - Tuesday 13th March 3.15-4.00pm – Juniors
 - Thursday 15th March 3.15-4.00pm – Infants
 - £1 charge and all materials provided with a drink and snack
- **Spring Fair** – Friday 23rd March 3.00-5.00pm
 - Katherine to forward the table plan from WW to Natalie
 - Parking – if the weather is dry, the stall holders can park on the field. Mr Rose will ask if the Governors can help marshal the parking.
 - Entrance charge will be £1 per adult, kids are free

- **Spring Disco – Friday 27th April**
 - Katherine to book Gary Mizon
 - **NB:** reminder to parents and Juniors that no phones will be allowed and if they make a lot of mess their next disco will be cancelled
 - **2 exits will be used for the Juniors disco** – years 5&6 can exit through the main doors and years 3&4 through Year 2
- **Pamper Evening – Friday 18th May**
 - Alison Donovan is organising the evening and Natalie is sorting new tickets
- **St Albans Half Marathon – Sunday 10th June**
 - Katherine to confirm to the SAHM team that we will help
 - Natalie to speak with Jimmy Franklin and ask him to lead
- **Summer Carnival – Saturday 30th June**
 - **Natalie is ordering the raffle tickets**
 - The Roller skating rink is now fully sponsored by Lawsons
 - There will be an upper age limit on the bouncy castles
 - The cost of the stage will be £600 and we will apply for a grant for the stage to be used at 3 community events – The school's art festival, the summer carnival and Larks
 - Potential for Mr Marvel to run a magic show once all the costs for the carnival have been drafted – Natalie to draft the budget.
 - There will be no Hook a Duck at the carnival
 - The Governors will be asked to man the entrance and do the BBQ [\[post meeting note – the Governors have agreed\]](#)
 - Sian will apply for a license for the bar. Natalie will ask Jimmy Franklin and Paul Prosser if they will run the bar on the day.
 - Sian is sending Natalie the stall takings from previous fairs so we can see what needs to be cancelled or revamped.
- **Additional Events**
 - The PTA can ask parents if there are any other adult-focussed events they would like, and if anyone would like to organise these.

Actions:

- Resolution to parents Facebook page - **All**
- PTA leaflet and 200 club leaflet needs to be updated – **Katherine**
- Budget of estimated costs for the Summer Carnival – **Natalie**
- Stall takings from previous fairs – **Sian**
- Book DJ for disco on 27th April – **Katherine**
- Ask Jimmy Franklin to lead the SAHM team – **Natalie**

Meeting closed at 8.45 pm

Minutes prepared by Katherine Busbridge

Next Meeting: Tuesday 6th March 2018 [\[post-meeting note: changed to Thursday 8th March\]](#)