



## PTA Meeting Minutes – 20/9/18

<b>Date:</b>	20 <sup>th</sup> September 2018
<b>Venue:</b>	Stamford Green School
<b>In Attendance:</b>	Louise Dennis, Louise Druce, Jon Tasch, Kate Doughty, Lauren and Brandon Banyard, Sarah Aldridge, Georgina Treharne, Kyley Chapman, Rachael Wheeler, Anita Househam, Elsie Vellacott, Galin, Michelle Oliver, Hannah Coxon, Lindsay Farmer, Leigh-Ann Herman, Shelley Illingworth, Ciara Duffy, Sally Morgan, Laura Downton
<b>Apologies:</b>	Rosie Campbell

Item	Subject	Action
1.	<p><b>Welcome</b></p> <p>Louise Dennis welcomed everyone to the meeting and explained the role of the PTA. Louise Druce also welcomed parents to the meeting and outlined how grateful she was to everyone who helps the PTA.</p>	
2.	<p><b>Apologies</b></p> <p>Apologies were received from Rosie Campbell.</p>	
3.	<p><b>Actions from last meeting</b></p> <p>Louise Dennis ran through actions from the last meeting. She introduced outgoing treasurer Jon Tasch and thanked him for his amazing contribution to the PTA over the last five years.</p>	
4.	<p><b>PTA Financial Summary 2017-2018</b></p> <p>Jon Tasch summarised the PTA's finances after another fantastic year of fundraising. He highlighted the huge part played by Louise Dennis as outgoing chair of the PTA. Jon explained that the PTA's strategy was to fund a mix of longer-term projects such as Project Atlantis, the scheme to relocate and transform the library, and smaller initiatives such as those run on an annual basis. He highlighted that the biggest recent donation the PTA had made to the school was towards Project Atlantis, with further funds for the project to follow.</p>	
5.	<p><b>Annual Calendar of Events</b></p> <p>Everyone present at the meeting introduced themselves. Louise Dennis ran through the key events on the PTA's fundraising calendar for the coming year.</p>	
6.	<p><b>De-brief of Events</b></p> <p><b>Outdoor Theatre</b></p> <p>Kyley Chapman told the meeting about the outdoor theatre production of Alice in Wonderland which took place in June. The group</p>	

	<p>fed back that it had been very well received. Kyley outlined some of the productions which were possibilities for next summer. There was a discussion about whether to invite the circus back to school instead of an outdoor theatre production this summer. Action – Louise Druce to set up a poll of parents to tie in with forthcoming class open time.</p> <p><b>Summer Fun Day</b></p> <p>Louise Dennis gave a de-brief of the summer fun day, noting that setting up took less time than last year because the tables had already been moved up to where they needed to be.</p>	Louise Druce
<b>7.</b>	<p><b>Upcoming Events</b></p> <p>There was a discussion about upcoming fundraising events and activities including the second hand uniform sale, cushion club, fireworks night, Christmas cards and Christmas disco. Louise Druce emphasised the need for tickets for the Christmas disco to be bought in advance of the day itself and said that staff would be making checks with parents this year as part of finalising the attendance lists. Louise Dennis gave a summary of the upcoming Christmas market and said volunteers were needed to help coordinate it.</p>	
<b>8.</b>	<p><b>PTA Committee Nominations</b></p> <p>Louise Dennis thanked Alta Caroto for everything she had done in her role as purchaser. Committee member appointments were then made. The position of chair is now vacant. Rosie Campbell will remain as vice chair. Cian Mac Suibhne and Hubert Brillet have kindly volunteered to be treasurers. Kate Doughty will be the new purchaser. Shelley Illingworth and Leigh-Ann Herman will take over as fundraising leads. Hannah Coxon will be secretary. Leigh-Ann Herman will lead on second hand uniform. Lindsay Farmer will continue as bulletin editor and Michelle Oliver will continue as class rep coordinator.</p>	
<b>9.</b>	<p><b>AOB</b></p> <p>Louise Druce gave an update on Project Atlantis.</p> <p>Louise Dennis highlighted that people can use the link <a href="http://easyfundraising.org.uk">easyfundraising.org.uk</a> (which appears on the school home page) to click through to a variety of retailers including Amazon and raise funds for the school at the same time.</p>	
<b>10.</b>	<p><b>Date of Next Meeting</b></p> <p>Thursday 18 October at 8pm at The Cricketers.</p>	