



PTA Meeting Minutes – 19/9/19

Date:	19 th September 2019
Venue:	Stamford Green School
In Attendance:	Hubert Brillet, Sarah Aldridge, Lauren Banyard, Anne-Marie Carlin, Georgina Treharne, Leigh-Ann Herman, Louise Dennis, Louise Druce, Ciara Duffy, Simon Day, Hannah Coxon, Michelle Oliver, Kate Doughty, Tracey Murrell, Richelle Greyling, Rhiannon Marsden, Elsie Vellacott, Victorija Tebbett, David McHenry, Lemmy Kuo, David Li, Caroline Mansell, Lindsay Farmer
Apologies:	Rosie Campbell, Kyley Chapman, Shelley Illingworth, Sally Morgan, Jo Pascoe, Laura Downton, Georgina Preston, Ella McCall

Item	Subject	Action
1.	<p>Welcome and introductions for new joiners</p> <p>Hannah Coxon welcomed everyone to the meeting. She introduced herself and Caroline Mansell as the new chairs of the PTA. The group did a brief introduction as there were quite a few new parents attending.</p>	
2.	<p>Apologies</p> <p>Apologies were received from Rosie Campbell, Kyley Chapman, Shelley Illingworth, Sally Morgan, Jo Pascoe, Laura Downton, Georgina Preston, Ella McCall</p>	
3.	<p>Minutes from the last meeting</p> <p>Hannah went through the previous minutes and these were approved.</p>	
4.	<p>Re-cap of 2018/19 and Financial Update from PTA Treasurer</p> <p>Hubert provided a Treasurer summary of the year, and 2018/19 was another strong year for the SGPS PTA. £26.9k was the total net income for the year from all the fundraising.</p> <p>Hubert has set up the PTA data on a new financial dashboard which will help provide ongoing visibility throughout the year.</p> <p>Hannah thanked Hubert for all his efforts with the treasurer activities over the past year.</p>	
5.	<p>Overview of events and volunteer plan for 2019/20</p> <p>Hannah discussed the standard format of PTA events for each term.</p> <p>The PTA also welcome new ideas for events. The PTA went through the proposed events for the coming year. See separate attachment.</p> <p>A suggestion for a barn dance was made and Rhiannon and Elle said they would look into this and potentially lead.</p> <p>Georgina Treharne said she would run the Year 2 Big Camp</p>	Rhiannon Marsden and Elle Vellacott

	<p>Outdoor Theatre Hannah advised she would contact Kyley regarding an update on this.</p>	Hannah Coxon
6.	<p>Events for Autumn Term Fireworks – 8/11/19 Ciara will be leading this but looking for someone to shadow. This should be included in upcoming PTA communications. Ciara is looking into scanning options for tickets on the gate. Hannah thanked Ciara for leading the event this year.</p> <p>Christmas Cards Michelle Oliver will lead this activity again and will request volunteers as needed. Hannah thanks Michelle for supporting this very popular activity.</p> <p>Christmas Sticky Toffee Pudding Competition Louise Dennis advised that Rachael McLean-Anderson has very kindly offered to run again this year.</p> <p>Christmas Children’s Disco– 28/11/19 Louise Dennis advised that Georgina Preston and Shelley Illingworth will kindly lead for another year.</p> <p>Annual Christmas Market Hannah requested that another volunteer helps to co-ordinate activities for this year’s market. Mrs Druce requested a volunteer to manage the Christmas Tree sales. Hannah will include these requests in upcoming PTA communications</p> <p>Christmas Photography Event The PTA agreed that this would not be a PTA activity for the coming year. Hannah will contact photographer to advise.</p> <p>Cushion Clubs Hannah described these as a great opportunity for a parent to support the PTA in managing a small after school film event.</p> <ul style="list-style-type: none"> • Tracey Murrell offered to run one for Year 1 • Rhiannon and Richelle offered to run for Reception • Georgine Treharne offered to run for Year 2 • Sarah Aldridge offered to run for Year 3 • Anne-Marie offered to run for Year 4 <p>Hannah/Caroline to liaise with volunteers and the office regarding suitable dates for these events.</p>	<p>Hannah Coxon</p> <p>Hannah Coxon</p> <p>Hannah Coxon and Caroline Mansell</p>
7.	<p>Election of Committee Members The following appointments were approved for the coming year. Chair – Hannah Coxon and Caroline Mansell Vice Chair – Anne-Marie Carlin Treasurer – Cian Macsuibhne and Hubert Brillet Purchasers – Jo Pascoe and Kate Doughty Secretary – Hannah Coxon Fundraisers – Leigh Ann Herman and Shelley Illingworth Bulletin Editor – Lindsay Farmer Class Rep Co-ordinator – Michelle Oliver 2nd Hand uniform co-ordinator – Leigh Ann Herman Social Media Lead – Richelle Greyling PTA Events System liaison– Ciara Duffy</p>	
8.	<p>AOB Ciara raised the ownership of actions relating to PTA Events system. Mrs Druce suggested a meeting with Ms Saunt to discuss.</p>	Ciara Duffy
9.	<p>Date of Next Meeting – 24th October at Cricketers pub</p>	