



## PTA Meeting Minutes – 17/1/19

<b>Date:</b>	Thursday 17th January, 2019
<b>Venue:</b>	The Cricketers
<b>In Attendance:</b>	Rosie Campbell, Louise Dennis, Louise Druce, Kate Doughty, Lauren Banyard, Georgina Treharne, Hannah Coxon, Laura Downton, Simon Day, Jo Pascoe, Tracey Murrell, Kyley Chapman, Ciara Duffy, Cian, Sally Morgan, Jessica Getty, Georgina Preston, Shelley Illingworth, Sarah Aldridge, Patrick Villinger
<b>Apologies:</b>	Michelle Oliver, Leigh-Ann Herman, Lindsey

Item	Subject	Action
1.	<b>Welcome</b> Chair welcomed everyone to the meeting.	
2.	<b>Apologies</b> Apologies were received.	
3.	<b>Actions from last meeting</b> - Happy Circus booked for Friday 10th May 2019	
4.	<b>Christmas events debrief</b> - Thank you to all the staff and volunteers for their hard work helping with the event. - Event went well and raised £14,000 (including money raised from Christmas cards, disco and market) - Ideas for next year include: <ul style="list-style-type: none"> <li>a. Consider having craft and a game per room, discuss with Miss Bidwell</li> <li>b. Chocolate tombola – consider changing the format, stick with 2 numbers to win rather than 3. Stagger the prizes. More volunteers to supervise prizes.</li> <li>c. Stop all games at 12.30</li> <li>d. Consider having one parent volunteer for crafts with one year 6, rather than 2 parent volunteers, and have more volunteers on the games.</li> </ul>	
5.	<b>Upcoming events</b> <ul style="list-style-type: none"> <li>a) <b>Cushion Club – various</b> - Year 4 is the only year without a volunteer to lead</li> <li>b) <b>Music evening</b> - volunteers needed for refreshments (Louise and Rosie so far)</li> <li>c) <b>Quiz night – Laura, Rosie</b> - looking for someone to shadow this year and take lead next year – possible Sally - Please send ideas for rounds to PTA - Volunteers for the bar needed (Simon)</li> </ul>	

	<p><b>d) Easter Challenge – Shelly and Georgina</b> - Request of items needed to go in the newsletter</p> <p><b>e) Circus – Kyley</b> - Booked for Fri 10th May, bar and BBQ, start time 6pm. Tickets to go on sale after half term. - Patrick lead volunteer for the BBQ - Seating to be reserved for volunteers - School will marshal</p> <p><b>f) Stay and Play – Simon and Sarah</b> - Friday 7th June</p> <p><b>g) Drama event</b> - Volunteers needed for the Pimms bar for the start and interval (George can for 22nd May, Tracey for the 21st May), Jessica and Simon available</p> <p><b>h) Colour run – Louise</b> - Scheduled for September 2019</p> <p><b>i) Big Camp - TBD</b> - no event yet, looking for someone to lead</p> <p><b>j) Summer Fun Day – team effort</b> - Saturday 6th July - Rosie to co-ordinate and to host brainstorming event to organise theme, outside stalls and entertainment - Games with Kate and Jo, need to update notes and get prizes - Fundraisers – Shelly and Leigh-Ann - Raffle - TBD - Manage stall holders – Laura</p>	
6.	<p><b>Project Atlantis – update from Mrs Druce</b> - Curiosity corner underway – lighting, plants, tree, stepping stones, cubby holes - Mrs Druce and Mrs Lee to organise building work - Deadline has moved with work starting over Easter for completion in the summer term hopefully - Vision is to have the library open every lunchtime from September 2019</p>	
7.	<p><b>AOB</b></p> <p>a) Suggested a 2nd hand book sale, possibly the same time as 2nd hand uniform sale.</p> <p>b) Official DVDs for Christmas shows suggested but not feasible with safeguarding/GDPR rules around photos and videos</p> <p>c) PTA events website – please note if you copy a previous event all volunteers are automatically copied as well.</p>	
8.	<p><b>Date of Next Meeting</b> – Thursday 7th March 2019 at 8pm at The Cricketers (Rosie to chair)</p>	