



PTA Meeting Minutes
Wednesday 7th March 2018 at 7.00pm
at the Royal British Legion

Present:

Anna Wardle, Rachel Mellor, Vicky Allen, Judith Flower, Tracy Blackwell, Linda Wright, Zoe Clark, Nicola Richmond and Katherine Webley.

Apologies:

Helen Debes and Vicky Critchlow.

Welcome:

Anna thanked everyone for coming and the minutes were read by Anna Wardle from 8th November 2017 and signed. Proposed by Judith Flower and Seconded by Anna Wardle.

Matters Arising:

1. the PTA would like to thank Vicky Critchlow for making Christmas crafts for the Christmas fair, her donation was very much appreciated
2. Christmas market raised £893.86 minus £261.49 expenses, therefore profit of £632.37 was made
3. Christmas raffle/Pea and Pie night at school raised £1886.82 minus £406.10 expenses, therefore a profit of £1472.72 was made
4. letters of thanks have been sent to all companies and the community for their very kind donations and help given towards both Christmas events
5. November 2017 we ordered 1200 raffle tickets for £33.00, where the previous year we order 1000, these extra raffle tickets ordered didn't sell and therefore this year we need to order less. We made £781.00
6. The PTA would like to thank Mandy Cope for her very kind donation to the PTA from her cheese sales at the Christmas fair.

Accounts/banking:

1. still trying to open Natwest bank account as we have come across numerous obstacles
2. Number run account changes are on hold at present until we have opened the Natwest current account and then all signatures can be verified quickly as they will already be set up with the current.
3. CafCash have sent a cheque and closed the current/Gold accounts. Judith Flower will pay the cheque into the new account when finally up and running.
4. Money raised at the Christmas events, due to the amount, has been banked into the number run account and will be transferred across when Current Natwest account operating.
5. PTA membership was paid by Judith Flower due to the CafCash account being closed so the DD couldn't go ahead. PTA have reimbursed her the amount.
6. Charity Commission is to be completed again before the end of July 2018. New trustees are to be sought and added.
7. Auditing of 2016/17 accounts has almost been completed by Brenda Kirkham.
8. Once we get a cheque book for the Natwest account PTA owe school £50.00 that was omitted from the original Small schools project fund. (Total £850) (£800 already paid)
9. Whitehall costs for 2018 - £138.00 per child. £38.00 deposit already paid by parents. PTA have agreed to contribute £50.00 per child – (total 2)
10. Lea Green pricing still to be confirmed but for residential it will be about £110.00 per child. PTA have agreed to contribute £40.00 per child for both residential and non-residential pupils. (total 17)

GDPR: General Data Protection Regulations

New regulations are coming into force on the 25th May 2018 regarding keeping supporter's data safe, this effects how we store and collect personal information. We have proposed that there is to be a section on the form that school sends out every year collecting pupil's up to date personal information specifically for the PTA. All members of the committee agreed to this idea making it simpler overall if the school agrees.

Maypole:

Maypole is being held in the Village Hall on Sunday 27th May 2018.

1. Refreshments will be sold along with sandwiches etc. Anna Wardle to order bread cobs from her mums supplier. All other items to be bought nearer the time.
2. **'Treasure Hunt'** - Sarah Lacey has offered to set up a walking treasure hunt to take place in the afternoon. Prizes: 1st middle sized hamper (cheese, biscuits, wine, map and compass) 2nd small hamper (cheese, biscuits, map and compass) and 3rd (map and compass). Cost £5.00 per team to enter.
3. The village hall are now charging £10.00 per hour for hire, it was proposed to hire from 11am – 5pm, times to be confirmed
4. A **'Bake Off'** will be organised in the following categories dependant on age:

Adults £2.00 Entry:

*Show Stopper -
(prize will be a shield to be engraved each year with the winners name)

*Victoria Sponge -
(Apron and matching oven gloves)

*Tray Bake -
(cookery book)

Children £1.00 entry:

Age 8 and above:
Chocolate Brownie -
(cookery set)

Age 7 and below:
Decorate a cupcake
(cookery set)

5. Anna Wardle to organise adverts in news and views. Posters to be made to advertise around the area for both events
6. Adult and children chocolate tombola
7. lucky dip for the children
8. Vicky Allen to organise prizes for both events

School Garden Borders:

Mrs Debes has kindly organised some stone to cover the EYFS flower bed areas. Mrs Debes had sent her apologies to the meeting and requested a work party be organised to move the stone into place. After discussion, various concerns were raised and it was agreed that TB/JF would contact Dave Chadwick (DCC Area Building Surveyor) and ask for advice on the subject.

Easter Eggs and Hunt:

1. Easter Egg Hunt to be carried out after community lunch on Friday 23rd March 2018 using eggs donated by parents, Vicky Allen to post on PTA Facebook page and a text to parents to be sent out.
2. Tracy Blackwell has bought the children an Easter egg each and PTA have decided to buy them something crafty (Vicky Allen to collect)

A.O.B:

1. The school have been given a donation of £351.00 by Helen Harrison in memory of her father Eddie

Blackburn. Mr Blackburn was a taxi driver for the school many years ago and a letter of thanks has been sent. It has been suggested that the money be used to purchase a PTA notice board for outside school and a plaque be erected in his memory to be display underneath.

2. Eileen and Alan Wallace have given the £40.00 back, this was given to them by the school in a card for their fantastic Christmas Hamper donation. Eileen has expressed that they do not wish to receive any gifts, a card from the children is thanks enough they do this out of the kindness of their hearts. Eileen has also expressed that they will withdraw from donating a hamper if we try to reward them again in this manner. The PTA will always be grateful to Eileen and Alan for their continued support and their wishes will be upheld.

Meeting Closed at 8.50pm

Thank you to everyone for attending and giving up their time.

Chairperson:

Date:

Secretary:

Date:

Proposed:

Date:

Seconded:

Date: