



## Minutes of PTA Meeting

Creswick School

Thursday 3<sup>rd</sup> November 2016

Next meeting proposed for Tuesday 24<sup>th</sup> January at 7.15pm

<p><b>Present:</b>          Tony Saunders          Carol Jager          Kirsteen Hebblethwaite          Celia Casimiro          Jayne Walters          Ana Sanchez          Janet Hayden (Creswick Teacher Representative)</p>	<p><b>Apologies:</b>          Mala Shah          Barbara Scheck</p>
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		Action
1.	Meeting was opened and we acknowledged that the Creswick Christmas Cracker event was our main priority which was decided at the previous meeting on 4 <sup>th</sup> October 2016	
2.	<p>Financial Update</p> <p>Tony gave us an update on the PTA Natwest account which has a current balance of approximately £3,300</p> <p>He will start to hand this over to the new PTA members early next year</p> <p>It was noted that we should aim to work towards paying for the pantomime, hats &amp; treats for the year 6 trip (PGL and not the Isle of White)</p>	Tony
3.	<p>PTA Page on the Creswick website</p> <p>Celia has researched other schools who have a PTA presence on their schools website and we decided this was a good idea.</p> <p>It will be suggested to Mrs Brett and then we will work with whoever is building the new Creswick website to incorporate this and to attach the meeting minutes</p>	Celia

	<p>We also discussed having a financial barometer on the PTA page to encourage transparency and work towards a particular target.</p>	
4.	<p>Raising Money for a Particular Cause</p> <p>We discussed asking Mrs Brett about a particular issue both short term and long term which we could work towards raising money for</p> <p>A number of ideas came up mainly playground equipment and we digressed onto how this would be looked after and children's behaviour in the playground</p> <p>We have parked this for now and hope to raise money this year to maintain payment of the panto/caps etc</p>	
5.	<p>Creswick Christmas Cracker Friday 2<sup>nd</sup> December Straight after school 3.15 – 5.30pm</p> <p>Pre – event checklist:</p> <ul style="list-style-type: none"> <li>• Where will after school club go on 2<sup>nd</sup> December as the magician will need to set up from 4pm for his 4.30pm show</li> <li>• Hall to be checked (piano covered / no laptops / benches round the sides so children can rest)</li> <li>• Dining room available from 3pm – we will not use the kitchen except to get water for the kettles</li> <li>• Are we able to do non-uniform day on 2<sup>nd</sup> Dec?</li> <li>• Will Mrs Brett be around on 2<sup>nd</sup> Dec to judge sweet jar competition or does she want to delegate to another member of staff?</li> </ul> <p>Kirsteen &amp; Janet to be on the door at 3.15pm to take payment of £2 per child (free for adults) – they will stamp each child's hand</p> <p>Karen Heath to arrive around 2.50 with 5 Stanborough students to help on refreshment stand</p> <p>Disco Alan (<a href="mailto:farra58@hotmail.com">farra58@hotmail.com</a> / 07824 478490) – finalising his arrival time so that he can be ready to start at 3.15</p> <p>Magician Andrew Burden (<a href="mailto:childrensmagic@hotmail.com">childrensmagic@hotmail.com</a> / 01707 884498) will arrive at 4pm for his 4.30pm show in the studio</p>	<p>Kirsteen &amp; Janet</p> <p>Karen Heath</p> <p>Carol</p> <p>Carol</p>

	<p>Small presents to be bought/sourced by either Tony or Kirsteen - these will be given out as children leave by someone dressed as Father Christmas (Jayne to source someone to dress up / Tony has a costume) Large bag x 2 and shredded paper for presents (lucky dip type approach)</p> <p>Refreshments to be sold at event – in return for non-uniform day can the children bring in the following on 2<sup>nd</sup> December and be collected either at the gate or in the classrooms</p> <p>Reception - sweets Year 1 - cakes Year 2 - biscuits Year 3 - sweets Year 4 - cakes Year 5 - biscuits Year 6 - sweets</p> <p>Glowbands and tattoos to be sold at event</p> <p>Sweet jar competition – note to go out in the newsletter about taking part and bringing in decorated jar on 2<sup>nd</sup> December</p> <p>Mala to be responsible on the day for displaying and selling the jars for £1 each</p> <p>Facepainter to be requested via the newsletter</p> <p>Float for door and refreshments to be organised</p>	<p>Kirsteen &amp; Tony</p> <p>Jayne</p> <p>Carol to send info to Dawn for newsletter – Janet to check we have enough supplies on the day</p> <p>Jayne</p> <p>Carol / Mala</p> <p>Carol</p> <p>Tony</p>