

## **PTA Meeting Minutes - 21<sup>st</sup> September 2018, 2pm-3.30pm**

Present: Annette Yates, Claire Herlihy, Alexandra Heal, Kelly Rogers, Jody Bragg, Gina West

Apologies: Belinda Howells

CH thanked everyone for their support last year.

AY thanked the PTA for their support and went through the Headteacher's Report, she discussed what the PTA funds contributed to last year and where they hope to spend the contributions from 2018/2019.

JB went through the treasury report – all present discussed what events worked well and what events need to possibly be changed.

Re-elections held, and the following appointments were made.

Claire Herlihy to be Chair (*CH advised this will be her last year*)

Jody Bragg to be Treasurer

Kelly Rogers to be Secretary

The next upcoming event, which is the Halloween Disco, was organised as below.

It is to be held on Friday 19<sup>th</sup> October 2018, 5pm-7pm.

Ticket price is £5 per child with a burger or hotdog, or vegetarian option and unlimited squash, £3.50 per child for entry only.

Burgers & Hotdogs £1.50, squash 10p, Tea/Coffee 50p, cakes 50p, Glow bands 3 for 50p or 1 for 20p, popcorn 20p.

A pumpkin competition is to be run in the week before the disco at 50p per entry with 1 winner from each class to get a prize.

Helen to request cake donations and ask if parents can lend any Halloween decorations.

CH to order the meat from Brigit - 40 Sausages and 40 burgers.

KR to buy cheese, onions, sauces, butter, tea, coffee, squash (store cupboard check to be done beforehand).

CH to buy punch balloons (prizes for the disco), glow bands, popcorn, and fresh bread rolls (store cupboard check to be done beforehand).

JB to buy prizes for the pumpkin competition (gender neutral craft sets or something similar).

JB to organise floats – 2 for the kitchen, 1 for the door, 1 for the stall.

KR, AH and Mark Bowen the volunteer in the kitchen.

GW with possibly JB to volunteer on the door or possibly Naomi Clarke or Tony Prole? The door volunteers will need to stay on the door until the end of the event to capture any latecomers.

Claudette and Sharon to volunteer on the stall?

The Big Breakfast has been pencilled in for Friday November 9<sup>th</sup>. Times to be confirmed with Jim & Sam from The Globe, Beaford. This event will be open to the community.

£5 per person for breakfast with either a tea or coffee (£2 from each sale to Jim & Sam).

The following advertising will be required for the event: Flyers handed out in the village, PTA Facebook page, Pub Facebook page, chalkboard outside pub week prior to event, school and pub website.

Jim & Sam to confirm if they want people to pre-book to get an idea of numbers, times of the event, and how many helpers they need. *CH not able to help at this event.*

Next meeting to be held Wednesday 3<sup>rd</sup> October, 7.30pm, at The Globe Beaford, to discuss The Big Breakfast.

Meeting after next to be held Wednesday 14<sup>th</sup> November, 7.30pm, at The Globe Beaford, to discuss the Christmas Fayre which is being held on Wednesday 28<sup>th</sup> November.