

PTA Committee Meeting 8pm, 9th January 2019

Sally Adelman's House

Sally Adelman (Chair)	Nic Pillinger	
Fiona Cox (Treasurer)	Shelley Frost	Michelle Houghton-Kearney
	Cassie Prior	Andy Greaves
Siobhan Lawton	Helene Savory	Claire Kristensen
Catherine Wilamowska	Michelle Downes (Head Teacher)	Louise Rabbett
Rachel Greaves	Sarah Thomas (Secretary)	Karen Whinney (Governor)
Emily Iles	Claire Jarvis (Deputy Head)	

Apologies

None received

Minutes

December minutes were approved.

Finance

We have just over £8,000 in the bank. There is the book donation to take off, which came in at £340.

Christmas cards	£333
Café HoHo craft kits	£106
Hampers	£815.00
Bar	£514
Play photos	£70

We've paid for the school smileys/badges which came to £549.50.

EVENTS

Christmas Performances

This all ran smoothly, we had lots of help. We used 9 bottles of mulled wine a night. All the hamper boxes have been returned.

UPCOMING EVENTS

GORM – 27 January

Nic wants the PTA to focus on help on the day, Marshalls are under control, John Bonnet, Claire Jarvis and Karen Whinney will help with marshalling, Jono will marshal in Waresley. Karen will marshal at the same point as last year, but could do with a hand as it can get a bit hairy when all the runners are crossing and the cars don't always stop, possibly Ken or get the marshalls on bikes to stop the traffic.

We need to improve registration, last year we had desks for 10k, half marathon and fun run, some people register on the day, which takes a little time as they have to complete an entry form, disclaimer, pay entry fee etc, this desk could do with 2 or 3 plus a runner.

The half marathon starts at 10, the 10k at 10.30 and the fun run at 10.35, for each race we need 2 people on the desk where runners register, collect number and chip. Registration opens at 9, so volunteers need to be there at 8.45. Paul and Brenda Avery have volunteered so they may be able to

run a registration desk, Sarah Mann + 1 10 k desk, Zoe/Sally ½ marathon, Liz Pentlow/Catherine Wilamowski, fun run – this needs 2 desks A-M and N-Z.

Michelle Downes and Shelley Frost, with Hector as a runner – new registrations, Fun run is £4 in advance and £5 on the day to make payment easier.

Nic asked if it was okay if he set up a desk outside school one morning to drum up extra entries. Michelle to welcome at the beginning and hand out medals when people return.

We need some sort of funnel into a bucket for people to return their chips in before they disperse.

Afterwards help is needed for serving drinks and food, maybe children are running but parents aren't. Clear up Karen and Cassie. 1 parent to clear up and 1 can take cold children home. Tea, coffee, hot chocolate and hot Ribena.

Soup makers – last year there was some left over, previous year sold out. 20 batches, 5 x 4 batches – Catherine, Helene, Siobhan, Fi, Karen. Fi to supply recipe (do not sieve as the recipe says). Catherine to ask farm shop for 15kg of tomatoes *FC, CW*

Soup to be brought warm, we didn't use slow cookers last year, but the buffalo soup urn.

Friday pm to set up as much as possible, cables, signs, posters, tables, Nic can have access from 3.30. Touchbase and parents to be asked for cakes – we need to be careful to keep some of the nice ones back for the longer runners, Catherine to do plates *CW*

Duncome arms will do 5k drinks, Claire Jarvis and 1 other to marshall at Hatley bridleway. Hall opens at 8.30, toilets arrive on Friday.

Doctor either Nik or Donna, plus a tail runner on the ½ marathon, 10k possibly.

Entries will be about the same as last year, just under 40 for 10k and ½ marathon, fun run not many entries yet.

Sarah to add this event to PTA insurance. *ST*

Assembly on Friday – slides and possibly Jake to talk, Claire to check for the slides *CJ*
Banner can go up outside Karen's. Louise is going to do the blackboard.

Mother's Day Shop – 27th March

Both Cassie and Sally will be at work, possibly Shelley and Fi. Wrapping Monday/Tuesday SA can do Tuesday. Plants may be too late for daffodils, Cassie has spoken to Waresley and they may have an alternative or seeds pack.

Quiz – 15 March

We need to check with Andy, we will also need some general knowledge rounds – MD and CJ will look into this. Cheese and Wine as before and we can use the hamper as a prize. *MD, CJ*

AOB

Café Oley

Date set for 22 March

02 Parent's Bus

Fi will try and pick this up again *FC*

Father Christmas

Kate Laverick's dad was good, he would possibly do it again.

Next meeting

Wednesday 6 February at 8.00 at Shelley's house.