

Minutes of PTA Meeting at Feniton Sports & Social Club 7:30p.m. Wednesday 18th July 2018

Present:

Gemma Bailey, Helen Brandom, Elaine Cadman, Sarah Walker, Asilah Jarrald, Naomi Williams, Jen Metcalf, Helen Olliff, Donna Grant, Clare Humphries, Nicola Browning, Amanda Parsons.

Apologies:

Jo Smith, Lucie Wright, Annette Fennell

1. Minutes:

The minutes from the last meeting was read and signed as a true record, HMRC number still outstanding, other points closed off.

2. Chair's report:

Tesco grant payment received, need to keep record for 12 months of spending (with photos) on Yr 1 playground. Charity Tax return submitted, class reps up and running, Honiton Sports now stocking Little Explorers uniform. AP thanked PTA for fence already installed around Yr 1 playground keeping it free of debris. Canopy proving to be very expensive, looking at astroturf, equipment and sturdy gazebo from Tesco grant instead.

Recent Parent Feedback: Unprecedented reaction to proposed format of children's disco – prom, kings/queens, and concerns of escalation year on year. Organiser decided to cancel due to lack of parent support. Committee will consider potential feedback before events are confirmed, however we absolutely do not want to discourage anyone from volunteering their time, effort and skills to run events ultimately benefiting children in school.

Not all PTA events are alcohol-based – licenses only arranged for Ladies Night (bucks fizz) & St Andrews Fayre (mulled wine); Adults disco and bingo held at social club with open bar, to spread fundraising throughout community.

3. Treasurer's report:

Current balances – petty cash £379.11, bank £9196.02

Money received: Tesco £2000, 90s disco £216, Arts Week £104, Fun Day £943.30.

Payments made: 100 club prizes £42.

4. Events

Event	Notes	Actions
Easyfundraising	Current total raised stands at £440, no new supporters since last meeting.	
100 Club	1 more prize draw this term. Clare Humphries happy to run again next year.	
Work Day 16/06/18	Good level of food donations, several new faces came along. More jobs for small children – see AP on the day.	
90s Disco 23/06/18 Gemma Bailey	Ticket £10 including food. Thank you to Emma Smith & Kelly Langdon for cooking. Approx. 32 tickets sold, good music & DJ (cost £120). Next year: Extended licence. Hawaiian beach party or no theme. No pre-printed tickets or food.	
Feniton Fun Day 01/07/18 Sarah Walker / Gemma Bailey	Thank you to Sarah Walker for organising prizes/donations, selling tickets, arranging ticket sponsorship, and all who helped throughout day. Reduced footfall & stalls compared to other years due to heavy rain at start, but good location at entrance to field. Gazebos – thank you to Charlotte Guyan for donation / Dawn Wright for loan, and to all who helped put them up/take down – we would have been washed away otherwise!	Check door-to-door ticket selling rules (HB)

**Minutes of PTA Meeting at Feniton Sports & Social Club
7:30p.m. Wednesday 18th July 2018**

Event	Notes	Actions
	<p>Grand Draw: Important to get main prizes early (Larkbeare Services?) before tickets printed. Send 2 books home per child, ask for tickets back by day of draw rather than Friday before. Sponsorship worked well.</p> <p>Glitter Tattoos: £2 large / £1 small. Plenty left over to run stall again. AP confirmed that children can wear them in school if obtained at PTA fundraising event (i.e. Fun Day/St Andrews Fayre).</p>	
Refreshments (funds ringfenced for each class)	<p>Thurs 28th June Arts Week Exhibition (Year 4) £104 Tues 17th July Sports Day (Year 5) £170 Fri 20th July 1:15-3:30 Music Festival - Year 2</p> <p>PTA provide tea/coffee/sugar etc., parents provide cakes/biscuits etc. Donations better than fixed pricing. Easier to give parents specific things to bring in, rather than ask for them to bring whatever they want.</p>	Coordinated by class reps
Blue Bags	No collection this term, arrange for September/October. Need a volunteer to take this on next year.	LW arrange collection
Commando Challenge 21/09/18	<p>Target £2000 to fund computers. Set up 9-10am, then each class has 30 min slots. 06/09/18 3pm Planning meeting – who/when/what needed. e.g. tyres, cargo nets, bean bags, paddling pools. Spare clothes, old shoes. Contingency if bad weather. Class reps to coordinate marshalls for each class session. AP confirmed permission slips not needed – counts as school PE activity.</p>	GB send sponsor forms home before end of term.
Craft Fair October (TBC)	<p>Date to be confirmed if Donna Grant available No bacon rolls. GB has folder of contacts from Sharon Mortimor. PTA refreshments: tea/coffee/hot choc/cakes/biscuits Raffle – prizes donated by stallholders. £1 per strip. Children to clear classrooms Friday afternoon. Need key to cleaning cupboard. Advertise on websites to sell pitches.</p>	
St Andrews Fayre 24/11/18	<p>Class reps can choose to run stalls for own class. PTA stalls – tombola, Grand Draw (SW – Cotley Farm Shop?), Glitter Tattoos, sweets, Santa grotto with storytelling/reindeer food/decorate gingerbread. Church stalls – refreshments, books, bric-a-brac. No stalls duplicating activities run by school/church that would divert spending.</p>	
Movie Night 30/11/18	<p>KS1 & KS2 only (separate rooms/films), not FSU (would need parents to stay). Numbers limited – adult/child ratio, fire exits. Popcorn, hot chocolate, onesies.</p>	HB to check EDDC licensing requirements
Christmas Bingo 09/12/18	<p>Helen Olliff – Social club booked. Not discussed</p>	
2019	<p>Curry night Valentine's disco</p>	

5. Fundraising Target (September 2017 – August 2018; £8000, revised to £10 000)

Total received to date £9368.66.

Minutes of PTA Meeting at Feniton Sports & Social Club
7:30p.m. Wednesday 18th July 2018

AP explained computers upgrade will cost £14 000, proposed £8000 donation from PTA towards this. Seconded HB, agreed by all present. £6000 to be paid from current funds, remaining £2000 target to be raised via Commando Challenge next term.

6. Parent Voice

Clairvoyant Night – **AP** to check if any conflict/likely issues.

Subscription scheme – **EC** to check with bank if account permits direct debits to be received.

Bonfire Night/Fireworks display – this needs further investigation (re insurance, organisation, safety criteria) and dedicated individual willing to spearhead event, especially as already have several large fundraising events in Autumn term.

Fun Run / Storytelling / BBQ - volunteer(s) needed to coordinate and manage.

Fashion Show – potential to link in with Ladies Night-type event.

7. AOB

- New Reception class will need class reps – **GB** to speak to them after phonics session in September.

8. Date of next meeting:

12/09/18 7:30p.m. Feniton Sports & Social Club – AGM

Meeting closed 9:45p.m.