

St. Joseph's PTA

Minutes from meeting – 3rd May 2017 at 19:00

Present:

Mrs Sinclair
Rachael Hadley (Chair)
Chris Price (Secretary)
Liz Short (Secretary)
Caroline Schmidt
Claire Churchill
Ann-Marie Newbold
Helen Topping
Julie Beard
Susie Spinks

Apologies:

Emily Roze (Treasurer)
Emily Tremain
Jacqui Redpath
Theresa Brady
Suzanne Francis
Nikki Crawley
Margaret Kirkum

Minutes from Previous Meeting 8th February

The Minutes were approved.

Old Business:

Quiz Night:

The Quiz Night raised £187.91 profit.

School Disco:

The School Disco raised £315.43 profit.

New Business/Updates:

Inflatable day :

18 volunteers confirmed thus far, plus 7 members of staff. 3 more volunteers required.

Rachael to communicate individual roles to volunteers.

Noted that organisers should ensure that volunteers are given refreshments.

Volunteers to arrive for pre-event briefing at 2:45pm.

Rachael to forward Liz copy of the letter to go out in school bags on Monday 15th May .

Rachael will order 3 colours of wristband.

Stuart Short will purchase hot dogs and rolls and cook at the event.

Julie Beard will purchase cup drinks, crisps and tea/coffee.

Richard Schmidt may be able to supply 2 crates o Capri Sun – Caroline to confirm.

Price agreed as £5, or £3 for pre-school children. This will be an 'early-bird' price, with the potential to raise prices by £1 in the week of the event.

Leavers Books :

Helen Topping will visit the school on Friday 12th May when that pupils will complete the writing for their books after their SATS .

Copy needs to be with the printers on 19th June.

The books will be with the students on 3rd July.

Total cost for the books is £195. Helen will make the initial payment and claim back from the PTA.

School Summer Fete - Date agreed Saturday 1st July:

Mark Bradley has not yet confirmed availability for music. Liz to follow up.

Agreed to buy small toys as prizes for various stalls, rather than sweets, as this dented sales of sweets in 2016.

There are balloons left over from 2016 event so these can be sold this year. A new helium canister will be required.

BBQ - Ronald & John cooking. Liz serving.

Beer Stall - agreed to only serve beer and small amount of Pimms

Refreshments - TAs have agreed to staff this

Money Tree - Jo and Sam McMullen (Emily Roze should have the envelopes for this)

Teddy Tombola - Caroline Schmidt has requested raffle tickets numbered up to 1000

Book and Toy stall - popular but very time consuming stall. Needs a volunteer

Hook a Duck - Caroline Lawson

Plant Stall - Needs a volunteer

Bottle Stall - Needs a volunteer

Bouncy Castle - Needs a volunteer

Cash Grabber - Needs a volunteer

Pro Soccer - Mrs Sinclair to arrange direct

Table Tennis Competition - Mrs Sinclair to arrange

Archery - Nikki Crawley

Krispy Kreme - Needs a volunteer

Sweet Stall - Needs a volunteer

Cake Stall - Needs a volunteer

Face Paint/Hair Spray - very popular last year. Agreed needs a price increase. Needs volunteers.

Ice lolly stall - Needs a volunteer. This will replace the need for an ice cream van.

Susie to send Rachel site plan used last year.

Mrs Sinclair to ask Governors to staff the entrance table.

To be confirmed:

Dates to request donations of teddies/soft toys, bottles, wrapped £1 gifts

Some gazebos were damaged at last fete. Julie Beard to check and look into purchasing replacements.

Pantomime:

Julie to arrange letter to parents shortly.

Camera:

PTA agreed to buy a camera for use by the school and PTA. Chris Price to look into options up to £250.

Any Other Business:

The date for the next meeting is Monday 22nd May at 19:00. This will be to discuss the Inflatables event

There will also be a meeting on Monday 19th June at 19:00 to discuss the School Fete

Chris Price
Secretary.

Signed by Rachael Hadley.....
Chair.