

# **ST. JOSEPH'S PTA**

## **Minutes – Wednesday 10 January 2018**

The meeting commenced at 19.00 hours.

### **Present:**

Mrs Sinclair (President)  
Rachael Hadley (Chair)  
Liz Short (Secretary)  
Nicky Crawley (Secretary)  
Emily Roze (Treasurer)  
Jacqui Redpath (Staff)  
Emily Tremain  
David Rodriguez  
Caroline Schmidt  
Laura Cook  
Ann-marie Newbold  
Charmaine Elias

### **Apologies:**

Teresa Brady (Staff)  
Clare Churchill (Staff)  
Helen Topping  
Suzanne Francis  
Margaret Kirkum  
Xenia Chemello  
Mark Bradley  
Julie Beard  
Chris Price

### **Welcome:**

Apologies given. The Minutes from the previous meeting were agreed.

### **Old Business:**

#### **School Disco:**

Rachael explained that she is still waiting for booking confirmation from the DJ Mrs Sinclair used for the Christmas Disco. UPDATE – The DJ has confirmed for the next Disco.

It was agreed a do's and don'ts list would be circulated prior to the next disco due to be held on Friday 23 March 2018. Liz agreed to send a request out to obtain more parent helpers and it was agreed that all parents would be asked to arrive 15 minutes prior to the disco for a briefing.

Discussion followed in relation to providing food i.e. hot dogs at the disco. It was suggested that tickets are sold at the price of £4 to include a hot dog. Various members raised concerns with both health & safety and helpers required to provide the food. Although other schools successfully provide food for such events it was agreed that this item is added to the agenda for discussion at the next meeting.

#### **Livermores:**

Rachael confirmed that Livermores have agreed prices for advertising boards to go outside people's houses which would also advertise the school events as well as Livermores. The fees would be £20 per board for the first 15 and then £10 per board thereafter. They have also agreed to a new banner and flyers for the fete. The proof once received will be circulated for everyone's input. (Update – This has been done) Feedback required.

Volunteers are required to display boards. This would involve having a Livermores board erected outside your house for 4 weeks. 3 weeks prior to the fete and 1 week after.

This would look like a For Sale sign – but would only display Livermores Logo and the Fete details.

It is an easy fundraiser and so participants are very much required please.

If you would be willing to have an advertising board up, please email Rachael with your address details.

[rachaelhadley@btinternet.com](mailto:rachaelhadley@btinternet.com)

Rachael will provide names and address details to Livermores.

### **Amount Raised by Panto tickets Sale :**

Profit made from last years ticket sales was £1,172

Julie Beard confirmed that she has booked Aladdin tickets 2018 Orchard Pantomime.

**The date will be Sunday 9th December at 5pm.** Seating is mainly in the circle and a few in the back rows of the stalls. Julie suggested that the cost will need to be discussed and suggested either £19 or £20 per ticket.

We have 214 tickets this year therefore, they will be sold and allocated on first come first serve basis.

Following discussion Members agreed the price of £20 per ticket.

### **New Business/Updates**

**February Quiz Night:** Posters have been displayed.

Liz provided copies of questions and running order that she prepared for the quiz night.

Rachael confirmed that the Quiz Master has been secured.

18 tables are required for the evening. The school have agreed to provide 10 and PTA will purchase 8 a further 8 tables. Mrs Sinclair confirmed that there is adequate storage space in the boys changing rooms for all tables.

Liz has agreed to do the shopping for the quiz night and has kindly donated a bottle of champagne.

Volunteers are to arrive at 7pm to help set up.

### **50p Friday:**

Rachael confirmed that Asda have donated £30 to the school.

They kindly gave us over 150 chocolate bars which included Galaxy selection boxes and Freddos

It was agreed that the chocolate bars would be sold at 50p per bar commencing Friday 12 January 2018 and small bags of sweets would be made up on a later date.

Caroline Schmidt and Emily Tremain agreed to run the stall, which will be after school outside the main doors.

### **Any other business / suggestions:**

#### **School Lottery –**

The School lottery continues to tick over. Weekly prize is £12.90, players are entered into a second draw with a chance to win £25,000 each week.

A relaunch has been discussed and a date needs to be chosen to do so. For the Lottery to work and be profitable for the school, people need to sign up to it and be active players.

The annual return this year has been £1,000 profit for the school, so it continues to be worth it.

Caroline Schmidt agreed to re-send the School Lottery poster to Rachael ready for relaunch.

#### **PTA Contribution**

Mrs Sinclair outlined funds required to remark the infant playground and to provide shading. She explained that works would amount to approximately £10,000. Following discussion Members agreed to donate £5,000 from PTA funds towards costs. Mrs Sinclair expressed her gratitude and explained the importance of children benefiting from funds raised by the PTA. It was suggested that a portfolio would be put together to show how funds raised by PTA have helped.

**2018 Sports Day Date**

Mrs Sinclair confirmed that Sports Day will be held on Friday 28 June 2018.  
Caroline Schmidt offered to help with infant refreshments.  
Liz agreed to email to parents to request additional help.

**The next meeting will take place on Wednesday 14 March 2018 at 7pm**

**Nicky Crawley (Secretary)**

**Minutes Approved by the Chair**

..... **Rachael Hadley**