

# **ST. JOSEPH'S PTA**

## **Minutes – Monday 27 November 2017**

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)  
Chris Price  
David Rodriguez

### **Apologies:**

Teresa Brady (Staff)  
Clare Churchill (Staff)  
Emily Tremain  
Suzanne Francis  
Caroline Schmidt  
Helen Topping  
Xenia Chemello  
Mark Bradley  
Julie Beard

### **Welcome:**

All members signed in and apologies given.

Due to Severe traffic congestion in the area, some members were unable to attend.

The Minutes from previous meeting were agreed.

### **Old Business:**

#### **School Disco:**

Rachael expressed huge disappointment with problems caused by the new DJ on the evening of the disco. He made contact with Rachael in the afternoon to inform her that he was going to be late. He eventually arrived at 5.30 pm, 30 minutes into the infant disco.

Rachael spoke with the DJ on route and gained regular updates as to his whereabouts and it came to light very late that he was not going to make the disco on time.

Rachael organised another DJ to be on route at the same time and whoever arrived first could have the gig.

Mrs Sinclair provided a cd to start the infant disco, until the DJ arrived.

Both DJ's arrived at the same time and so the original booking set his equipment up as he had been paid a deposit.

The music he played was not of good choice and some records had inappropriate lyrics. Rachael had to repeatedly ask him to play different songs. The children showed a lack of interest and continuously approached the DJ to put in their own requests. Overall it was agreed that this DJ would not be used again.

Rachael refused to pay and complained to the company. She has since received a refund of the deposits paid and cancelled all further bookings.

Mrs Sinclair has booked a DJ for the School Christmas Disco at a charge of £200. Rachael is hoping to secure the same DJ for future PTA Discos.

Rachael explained that there was no time for a pre-disco briefing for parent helpers and as there were some new helpers at this disco, they made some errors in the way things are run. Rachael suggested that a 'Do's and Don'ts list is prepared and distributed to all helpers prior to the night, so in the event of any last minute mishaps, everyone has been briefed prior to the event.

Rachael agreed to prepare this sheet for parent helpers and circulate prior to the next disco.

### **50p Friday:**

Friday 12 January 2018 has been set for 50p Friday to start. This will be a 'Tuck shop' and it is suggested a small bags of sweets as an alternative to ice lollies throughout the winter/spring months. Emily Tremain, Margaret Kirkum and Caroline Schmidt have previously agreed to help run this.

### **Livemores:**

Rachael approached and met with Paul Livermore to discuss a new sponsorship package from the Estate Agents.

We are currently receiving x2 £100 donations 6 monthly and a bottle of Champagne as a Raffle prize for the summer fete.

Rachael has discussed having advertising boards put outside people's house – which would also advertise our events, as well as advertising Livemores.

The PTA would receive a fee per board displayed. Matched funding was also discussed as an alternative and Livemores creating a new Fete banner for us, which would display their new branding logo.

Paul Livermore was going away to look at costings and devise a new package and get back to Rachael soon after.

### **Tickets for Pantomime:**

All tickets are now sold. It was noted that 300 tickets were purchased this year. Discussion followed as to whether numbers should be reduced taking into consideration that the Orchard have increased prices making this event less profitable. Committee Members agreed that we would continue with the Panto in 2018 as it was fun family pre-Christmas event. Julie Beard confirmed that she be happy to continue with the role although it was suggested that some help would be provided for next year. Nicky Crawley and Jacqui Redpath agreed to shadow this role.

The panto tickets raised over £1,000 profit for the PTA so it is worth it, it is just becoming harder work.

### **New Business/Updates**

#### **Summer Fete Date Changed:**

Rachael confirmed that the previous date set clashes with St Paulinus' Summer Fete and they have Sylvera dance booked already.

Sylvera cannot take any further bookings and so we cannot have them dance for us this year.

Alternative entertainment needs to be sought and all members are asked for suggestions.

All Committee Members agreed a new date should be set. Following discussion over suitability, a revised date of Saturday 16 June 2018 was agreed.

#### **Fete activities – planning:**

Committee Members discussed ideas for the 2018 Fete. Suggested ideas were a climbing wall and possible pony rides although this proved to be more expensive than previous hire.

#### **February Quiz Night:**

The date for The PTA (Adult only) Quiz Night will be on Friday 2 February 2018 – 7.30pm

It was agreed teams of 6 and tickets would be priced at £3 per ticket - £15 per table.

Attendees to bring their own nibbles and drinks.

Liz agreed to prepare the questions and Mrs Sinclair agreed to mark.

PTA to find a quiz master! Nicky agreed to speak to Rob Clark to see if he is available to present.

UPDATE - (he is not available) so Quiz master is still needed.

Liz will prepare and circulate posters in December.

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

#### **Sports Day Volunteers**

Volunteers are required to do refreshments for the infants in the morning. Mrs Sinclair to confirm date for 2018 Sports Day.

#### **PTA Disco/ Inflatables Date**

The date for the next disco will be Friday 23 March 2018.

**PTA Inflatables**

The date for inflatables will be Friday 18 May 2018

**The next meeting will take place on Wednesday 10 January 2018 at 7pm**

**Nicky Crawley (Secretary)**

**Minutes Approved by the Chair**

..... **Rachael Hadley**