

## Minutes of Friends of Kelsall School PTA Meeting on Tuesday 25<sup>th</sup> June 6.30pm

**Present – Richard Brookfield, Lorna Hunt, Andy Hunt, Julie Cradock, Marcus Pawley, Christy Ward, David Wearing**

**Apologies - Karen Hawkins, Katie Whiteman, Nic Badger, Yvonne Meadows, Sharon Grover**

### **Welcome**

- **Finances**

Andy presented the draft end of year accounts which had been reviewed in a separate meeting with the school secretary. It was agreed that there were enough funds to release £7k to purchase Ipad's, David's research indicated that the funds should enable 24 iPads in total.

- **Xmas Fair –**

Julie Cradock agreed to head the organisation for the Christmas Fair but would ideally be organised with a committee of volunteers. This needs to be top of the agenda at the next meeting.

- **Organisation of Events**

It was agreed to review the PTA file to aid with event organisation. This includes contact details, tips, templates etc... for each event. This already exists for most events and will be useful for any new owner of an event. This would be held in the PTA cupboard for all members to access. Richard to contact all event owners to obtain any historical information available.

- **Round Table –**

Cheque for £400 now received and banked. Richard to thank the Round Table and introduce himself as the current chair.

- **Event Calendar for 2014**

Richard presented a draft events calendar for 2014 – Changes agreed and updated, Richard to update and publish at the next PTA meeting.

- **Film Night**

It is apparent that the licencing law prevents the PTA from hosting a film night event within school. Lorna was to investigate the possibility of using the Methodist Church whom already hold a licence to hold future events along with an estimate of what the potential costs might be.

- **Spring Disco**

It was noted that at one point there were no members of staff in the hall for KS2.

- **Bags To School**

Claire Barton has kindly agreed to own, it was agreed to have a drop off zone outside the ramp near the front gates and to include unclaimed lost property items.

- **Summer Fair**

It was agreed that the summer fair was a huge success and particular thanks go to Nic Badger for all the amazing work and organisation – despite the weather! A fantastic £1400 was raised on the day.

- **PTA Communication**

David confirmed he would pass on the password for the facebook page.

A proposal was put forward for photographs of key PTA members to be displayed in reception

Julie Cradock was to investigate the PTA Management IT software (Est Cost £80 pa) as a way of increasing communication and membership.

Pip/Rob to create a fundraising totaliser to be displayed within school next year.

- **Car Boot Sale**

Car boot licence cost is £20 – Julie Cradock to request licence – Summer car boot put on hold however potential new dates to be discussed next year.

- **Ceilidh**

Volunteers agreed for Friday July 4<sup>th</sup> event.

- **Beer Festival**

Richard confirmed Kelsall School will be included next year as a recipient of the fundraising.

- **PTA Trustee Names**

Andy confirmed all irrelevant names now deleted with just 3 names remaining (SW,AH,RB).

- **PTA Branding**

It was agreed to launch a competition for the children to design a new PTA logo to be included on flyers etc..

- **New Event 2014 – Art Competition**

David agreed to ask Mr Clayton to work with a number of children to create artwork/canvas'. Julie Cradock would organise an event at which the work would be auctioned. Dates TBA

- **New Event 2014 – Quiz Night**

Julie Cradock agreed to organise a quiz night – Dates TBA

- **Family Barbeque/New Starters Night – 11<sup>th</sup> September**

Family barbeque date agreed to welcome new parents – RB to organise Barbeque, JC to organise flyers and quiz. Helpers needed on night to serve tea/coffee.

- **Fashion Show**

Richard to get details of previous events from Juliet Clark

- **Cauliflower Cards – Christmas Card design**

All agreed this would be good to do again. Richard to ask Sharon if she would like to own

- **Yellow Moon**

20% discount for PTA. Christy to investigate further

**Date of next meeting**

**Annual AGM 24<sup>th</sup> Sept 8pm – 10pm**