



Oldswinford C of E Primary School PTA



Field Lane,
Oldswinford,
Stourbridge
DY8 2JQ

Registered
Charity No:
1096139

Meeting: PTA Meeting Agenda

Date: 24th April 2018

Venue: Oldswinford C of E Primary School

1. Attendance and Apologies

Attendance: Anna Jones, Nat Hannam, Hannah Mann, Katie Boyle, Fran Wooldridge (Business and Resources Manager); Andrea Hopkins, Lisa Simms, Joanne Spencer, Helen Batchelor, Rebecca Hadley, Trudi Cutler, Sarah May, Beth Mottram, Sarah Clarke, Libby Edwards

Apologies: Alison Gadd; Zoe Howell; Tina Brookes; Nicky Hogg; Sue Clark; Vanja Pascall; Julie Ross; Jim Drew, Emma Price, Jo Stephenson, Nicki Perry, Sarah Harvey

2. Actions from Last Meeting

Temporary Fencing - done

3. Update on Fundraising

Movie Night: £562.00 raised

Fashion Show: £1,570.00 raised

Book Week: Funds returned to school plus £30 cheque, monies from school safe

Band Night: £622.00 raised. Great success - look at repeating next year and starting ticket sales earlier.

TOTAL TO DATE: £12,461.37

4. Upcoming Events

Quiz Night - 18/05/18 – 4 tables left to sell, max 6 per table

Disco - 8/06/18 – Alison Gadd and Andrea organizing, DJ's booked.

Summer Fayre - 30/06/18 – new committee of parents looking to organize, possibly with entertainment and refreshments with more of a festival / family fun day theme. Committee meeting 2.5.18

Fireworks - Provisional - 3/11/18 (If not going ahead, consider Welly Disco or Harvest Festival Barn Dance: 05/10/18) – looking at options to team up with St. Jo's or use the cricket pitch. Nat and Hannah exploring.

PTA Ball - 23/11/18 – Tickets going on sale 30.4.18 – lots of interest, peaky blinder theme, doing an on the night raffle only. The team have 10 sponsors.

Christmas Fayre - Provisional date 7/12/18 – committee tbc

Others:

Mother's / Father's Day Sales – Missed opportunity for this year but looking to take up for next year.

New Uniform Sales – Need to look at how we manage in the future – call for volunteers on facebook and parent mail

Yr 6 Leavers Disco/Party - Nat to find out what support is needed – looking to do refreshments

Raffle - not going ahead this year – ball team are doing one on the night, may look to do as part of the Christmas Fayre but not at all if Christmas shopping evening goes ahead as we're always asking the same people

Sports Day Refreshments – Alison Gadd happy to support

Christmas shopping event – Beth Mottram and Lisa Simms looking at options following requests from those who wanted to be involved in the fashion show.

5. Fundraising and Funds

Forest School - Agreed to pay outstanding funds to Forest School and half funding for next year.

After tesco contributions, £5,000 to cover Forest school to the end of 2017/18 academic year, agreed £2,500 will be contributed towards 2018/19 academic year.

Maths Equipment - Mr Pardoe has requested Maths Equipment. Provided itemised list totaling £2,816.62. PTA agreed to fund, but have requested a Maths Day as suggested by Mr Pardoe to raise additional funds and show equipment in action - including parents. This funding is in place of £600 per year group that we have previously funded.

Coaches (to off-site trips) – Fran explained that it's no longer felt that this is a good use of funds. Going forward, theatrical performances would be brought in to school.

Dragon Garden – Heras fencing sourced by Hannah, free of charge has made the site safe, Fran is going to start working on a bid, supported by Jo S to the big lottery fund to do more with this area – I.e. outdoor exercise equipment.

Givepenny.com - Nat asked all members to research Givepenny <https://home.givepenny.com/about/> and consider how it can be included in our fundraising

Helping Us Help Others - Helen proposed being a guest seller on 'helping us help others'

<https://www.facebook.com/groups/206065729969342/about/> to try out if it is profitable for the PTA. PTA members to donate unwanted, good quality items

Expense claims:

Anyone fundraising and making purchases on behalf of the PTA must complete an expense form and return to the school office or direct to Sarah May, David May, or Nat Hannam so cheques can then be written and an audit trail maintained.. Without completed forms and receipts as proof of purchase re-inbursements will not be made. The expense form will be sent out with these minutes and also available to download from the PTA page of the school website.

Also, float requests must be submitted about 2 weeks in advance of an event so as to give us time to get the money together. Thank you.

6. AOB

Xmas Tree Sales - Sarah Clarke offered to look into having this at the school

7. DONM: Tuesday 10th July at the Crabmill