

Eaton Primary PTA Meeting Minutes

Thursday 22 September 2016 – Cellar House Pub, Eaton

Attendees

New Committee Members voted in at previous AGM Meeting

Sarah Curtis	- chair	Gayle Philpot	- vice chair
Gemma Grint	- secretary	Elaine Jermy	- vice secretary
Emma Easton	- parent rep coordinator		
Kokil Gupta	- parent rep coordinator		

Other Attendees

Sally Kerrison	Lesley Greenwood	Andi Blackmore	Lyn Atkins
Bonny Lehane	Nigel Cooper	Kate Heley	Laura Foley

Apologies

Carolyn Atkins	- treasurer	Rachael Cozens	Kirsty Waterfield
Rebecca Marr	- vice treasurer	Jenny Whitehead	Gemma Pope

Agenda item	Action
<p>1. Welcome and Introductions</p> <p>The new Chair Sarah Curtis welcomed the new committee and all attendees introduced themselves. Apologies were noted above.</p>	
<p>2. Minutes</p> <p>Minutes agreed from last meeting on 14 June 2016 were approved. It was noted that Nigel Cooper and Emma Easton did not attend the previous meeting and therefore should be listed as Apologies.</p>	
<p>3. Treasurer's report</p> <p>A full Treasurer's report was delivered by the former Treasurer, Lesley Greenwood at the AGM Meeting. The following high-level information was outlined to the group.</p> <p>Closing book balance for year end 2016: £5417.85</p>	

<p>4. Fundraising Requests</p> <p><u>Infant Playground</u></p> <ul style="list-style-type: none"> • A request was made by school at the beginning of term for funding to replace the infant play equipment. • A discussion took place regarding this and it was agreed the SC will discuss with Kate Eastlea and communicate with parents and the PTA. Ideas included: <ul style="list-style-type: none"> ○ Outdoor wooden musical instruments such as wooden chimes ○ It was suggested that parents contribute to ideas as last year for the Junior Pirate ship. ○ A creative wonderland idea with various items ○ It was suggested that AstroTurf on some areas would be beneficial • The committee voted to go ahead with this idea 	<p>SC/School (KE)</p>
<p>5. Other ongoing fundraising</p> <p><u>Bake Sales</u></p> <ul style="list-style-type: none"> • It was agreed to run bake sales as last year, with a different year group running a bake sale each term. The year group that raises the most will have an afternoon tea (or similar) provided by PTA • It was agreed to start with Reception at Halloween, finishing with Year 6 and end of Summer Term. SC to confirm dates with KE. Parent Rep Co-ordinators to discuss with relevant year group coordinators when appropriate. <p><u>Santa's Workshop</u></p> <ul style="list-style-type: none"> • SC gave an overview of what happens at Santa's Grotto for new attendees and committee members. • Kirsty Waterfield ran the Workshop last year and SC said she would confirm if she is happy to do this again. • EJ said her partner works at Hawkins Bazaar and may be able to get a discount for gifts • SC to confirm dates with KE • A sub-committee to be set up in due course to help plan <p><u>Christmas fundraising</u></p> <ul style="list-style-type: none"> • Calendar – it was decided not to go ahead with this this year, due to the amount of planning required and the acknowledgement that there is a new committee. It was also noted that it does not return a great profit. • Tea Towels – Tea Towels were sold to Reception parents last year. It was agreed to go ahead with this but include the whole school. SC to discuss with GG to take this forward. • Christmas Cards – it was agreed to not go ahead with Christmas Cards this year. <p><u>Discos</u></p> <ul style="list-style-type: none"> • SC to agree dates for the 3 discos to take place (both infant and junior) throughout the school year. <p><u>PE Bags</u></p> <ul style="list-style-type: none"> • It was reported that there have been quality issues with PE Bags and SC to discuss with CA regarding raising with suppliers. 	<p>SC / KE</p> <p>EE / KG</p> <p>SC / KW</p> <p>SC/GG</p> <p>SC/KE</p> <p>SC/CA</p>

<p><u>Uniform</u></p> <ul style="list-style-type: none"> • KW has looked after selling secondhand uniform. SC to confirm if she is happy to continue <p><u>Easy Fundraising</u></p> <ul style="list-style-type: none"> • SK outlined how much can potentially be raised through this and agreed to take on the role to promote this further to parents. 	<p>SC/KW</p> <p>SK</p>
<p>7. Other Future Fundraising Ideas</p> <p><u>Fashion Evening</u></p> <ul style="list-style-type: none"> • GP outlined an idea about a potential fashion show for parents in Spring 2017. AB said it appeared to be a similar idea that had been raised previously. • It was agreed that GP would look to plan this. • AB to pass on details that she has to GP. <p><u>Fete</u></p> <ul style="list-style-type: none"> • The idea of an evening fete was discussed where we could potentially involve the community. We could get sponsorship, provide a raffle and sell stalls to small businesses to sell products. <p><u>Fun Run</u></p> <ul style="list-style-type: none"> • A potential fun run was discussed. SK said that this had been done in previous years. It was acknowledged that it is sometimes difficult to get children to get sponsorship but could be considered for future with potential help from Premier Sport. <p><u>School Car Boot Sale</u></p> <ul style="list-style-type: none"> • As discussed in previous years, there was an idea to work with EVRA to have a joint scarecrow festival, car boot and bigger 'festival'. • It was also suggested that a car boot could take place in conjunction or instead of the Easter Fair. 	<p>GP AB</p> <p>SC/GP</p>
<p>8. PTA Facebook Page</p> <ul style="list-style-type: none"> • It was acknowledged that the Eaton Primary PTA Facebook page admin and monitoring will be done by a selection of committee and non-committee members, as before. • Its guidelines are currently under review, to ensure it remains a useful communication tool for the whole school community to enjoy. 	<p>SC</p>
<p>Next meeting</p> <ul style="list-style-type: none"> • Thursday 3 November at 7pm, Cellar House • Other meetings to welcome the new committee will be arranged by SC. <p><i>It was acknowledged that these are the last Minutes to be taken by the previous committee (Andi Blackmore) and Gemma Grint will take on this role as secretary for future meetings.</i></p>	