

**Wanborough Primary School PTA**  
**Minutes of the Committee Meeting held**  
**On Monday 12<sup>th</sup> September 2011, 7.30pm**

**Attendees:** Heather Bourne, Tracy Brant, Andrew Drury, Franky Fatica, Beth Goddard, Robin Gould, Rachel Griffiths, Adrian Hannay, Justina Lewis, Ed Lott, Sean Pearson, & Karen Walker.

**Apologies:** Claire Griffiths, Jenny Hughes, Sally Jamie, Dom Staples & Tracy Vernon.

**1. CORRESPONDENCE RECEIVED**

None.

**2. PAST EVENTS**

None

**3. FUTURE EVENTS**

- **AGM** - This will be held on Monday 10<sup>th</sup> October 2011 at 7:30pm in the school hall.

**Action:**

Justina will produce a slip advertising the meeting to go into school bags to generate a bigger audience this year.

- **Lorna Goodwin's Zumbathon** - This fundraising event will be held on **Saturday 24<sup>th</sup> September 2011 from 10:00am to 11:30 am in the school.** Lorna has kindly agreed to organise with all the profits going to the PTA.

**Actions:**

Beth to request a text message to go out on Tuesday 13<sup>th</sup> September reminding parents of event and that tickets are on sale for £5 each up until 22<sup>nd</sup> September.

Justina and Rachel to organise some cake baking and purchase refreshments for the day. It was agreed water and squash will be free to all **participants** during the Zumbathon, but drinks before and after will be charged for.

- **KS1 Disco** – The tentative date for the disco is Friday 11<sup>th</sup> November 2011.

**Actions:**

Adrian to ask Mark Woodman if he would be prepared to do the disco.

Agree at next meeting actions for food, drinks, helpers etc (provided Mark ok to do the disco)

- **Cardwell Photography Session** – Andy confirmed they are due in school on Saturday 19<sup>th</sup> November. Andy will soon be sending out a letter to parents inviting them along for family portraits.

**Action:**

PTA to provide refreshments on the day and help with booking families in and out.

- **Ladies Pamper Evening** – Date to be confirmed by Claire and Justina and details to follow in the next few weeks.
- **Quiz Night** – To be discussed at AGM.

**4. UNIFORM SALES**

Heather confirmed she will arrange for another sale at the school before Christmas.

**5. TREASURERS REPORT**

Jenny absent for meeting, but available funds are £6,076.82.

**6. REQUESTS FOR MONEY**

Andy has not yet been to the teachers to ask them for their 'shopping list', but he will do so soon and once he has the lists he will prioritise the requests and keep us updated with what will be purchased. The main priority will remain on giving the children the WOW factor.

**7. TEACHERS REPORT**

- Andy wanted to say a big "thank you" to the PTA for all their hard work and commitment to the school, they really make a difference and the variety of events Andy thinks is great.
- Andy mentioned he would like to arrange an event in the summer linked in with the Olympic Games, whereby other schools will be invited to take part – more info to follow nearer the time.
- Lastly Andy confirmed that once he and the School Governors have agreed their redecoration plan he would love to organise a **Paintathon** for the school

to spruce up certain areas. The PTA would need to get involved to source the paint, as it would be great to receive it as a charitable donation.

## 8. ANY OTHER BUSINESS

- **Resignations** - After a long term in 'office' Adrian, Heather and Jenny all want to step down from their current roles. Heather has kindly offered to remain as a regular member on the PTA and Franky has kindly offered to take on the role of Chair and this will be confirmed at the AGM.
- **Treasurer** - We desperately need someone to take on the role of Treasurer. The person needs to be competent with figures and spreadsheets.

### **Action:**

Adrian to produce a note to go into the school bags advertising this role.

- **Aldbourn PSA Event** – Franky has been asked to put a poster up advertising the circus, all agreed to ok to go on the notice board.
- **Recycling Bins** – Tracy asked if we had organised the bins. Karen confirmed she has spoken to Alison Mills and agreed Alison will go ahead and get the bins they need and the PTA will reimburse the money.
- **PE Shed** – Tracy confirmed she has now taken over responsibility for PE and the shed and there is a lot of new equipment arriving from our Sainsburys vouchers and the shed is quite full up with PTA stuff, so can we have a sort out of what we want to keep and throw away.

### **Action:**

Beth and Heather will sort out the shed this Friday morning and put any items to be thrown away behind reception mobile ready for Swindon Commercial Services to collect early November.

- **Gazebo** – Heather confirmed that Lynn Harding has asked if Bishopstone School can borrow one of our gazebos for this Saturday for their School barn dance. We agreed yes that would be ok provided they have a green one and if it gets broken they replace it.

### **Action:**

Beth and Heather will pull out a marquee this Friday morning and pass to Lynn.

## 9. DATE OF NEXT MEETING (AGM)

Monday 10<sup>th</sup> October 2011 @ 7:30pm – School Hall

(Then to the pub afterwards to have a drink and say “thank you” to Adrian, Heather and Jenny for their hard work and commitment over the years)

