

# Wanborough Primary School PTA

## Minutes of the Committee Meeting held

on 14<sup>th</sup> February 2011, 7.30pm

**Attendees:** Heather Bourne (Vice Chair), Jenny Hughes (Treasurer), Rachel Griffiths, Clare Griffiths, Franky Fatica, Robin Gould, Karen Walker, Mark Woodman, Tracy Brant, Sean Pearson, Sally Jamie

**Apologies:** Beth Goddard, Adrain Hannay

Outstanding actions are in bold type.

### POST EVENT - QUIZ NIGHT

Excellent evening. Thanks to Martin, Pam and Mark and all those who prepared food and helped on the night.

Profit around £1000. Hot food considered to be a great success.

Notes for future quiz nights:

- ? Food distribution needs re-organising. Speak to Pam about ideas.
- Need to purchase a stock of trays, one for each table.

### FUTURE EVENT – SPRING BALL, 14<sup>th</sup> MAY 2011 7.30PM – 11.30PM

Clare reported that plans are progressing well.

- Event is black tie.
- Band is booked (Superphonic).
- A lining is organised for the hall.
- Catering is organised with staff to run the bar.
- A jazz singer is booked to sing as people are arriving.
- £2.50 has been added to the ticket price instead of a raffle. One lucky ticket holder will win £75 on the night.
- Food will be either canapés served throughout the night or a small buffet.
- A cleaner is coming the following morning to help clean the hall with volunteers from the PTA.
- Furniture - Bar tables/ bar. **Clare to speak to Richard about supplying these.**
- Hall to accommodate 100 people.
- Possible marquee to be erected at the front of the hall and possibly at the back also.
- ? Roulette table. **Franky to investigate.**
- **Tag flyer for the ball on to the next newsletter.**
- Ticket price to be £25 per person. **All to encourage fellow parents to attend!**
- Tickets to go on sale on 2<sup>nd</sup> March 2011.

## FUTURE EVENT – PTA SUMMER FETE

- Date of fête changed to Saturday 25<sup>th</sup> June 2011 due to clash with JLS concert at Lydiard Park which starts at 4pm.
- The date is to be published in the next newsletter. **Tracy Brant to organise.**
- **Fête sub-committee to have an initial meeting on 7<sup>th</sup> March 2011 in the Plough, after the PTA meeting.**
- A new volunteer was requested to take over from Justina Lewis in organising the summer fête raffle. **Sally to take over – to liaise with Justina.**

## PTA FUNDS

Jenny reported that funds were looking reasonably healthy with a balance of around £4400 in the bank. There are outstanding payments of around £2000, which leaves around £2400 available.

Jenny also mentioned the need for some additional signatories for PTA cheques. It was suggested that Andrew Drury is added and also Karen Walker.

- **Jenny to organise adding Andrew and Karen as authorised signatories.**
- There were no requests for any expenditure.

## TEACHERS

Tracy Brant reported that Alison Mills had asked about the recycling bins that were to be provided.

- **Karen to chase and purchase 8 bins.**

## ANY OTHER BUSINESS

Sean noted that there are some discrepancies with the links to the PTA minutes on the school website. These are:

- that the links stating 21st September and 1st November point to documents dated 13th September and 11th October respectively.
- **Mark to adjust the links accordingly.**

Franky asked if the school had ever considered having an after school care provision. Mark explained that it had been mooted in the past, but had not been thought viable as there are a number of providers of after school care for the children and on balance the school had decided that it did not want to enter this marketplace due to the costs and accommodation requirements.

## NEXT MEETING

Monday 7<sup>th</sup> March 2011, 7.30pm at the school.