

## Wanborough Primary School PTA

### Minutes of the Committee Meeting held

on 7<sup>th</sup> March 2011, 7.30pm

**Attendees:** Adrain Hannay (Chair), Heather Bourne (Vice Chair), Rachel Griffiths, Claire Griffiths, Franky Fatica, Robin Gould, Karen Walker, Tracy Vernon, Andrew Drury (Headteacher), Dominic Staples, Sally Jamie

**Apologies:** Sean Pearson, Justina Lewis

Outstanding actions are in bold type.

#### MINUTES OF LAST MEETING

The minutes of last months meeting were agreed.

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

Claire reported that plans continue to progress well. Ticket sales are good with around 20 tickets remaining. A number of PTA members had recently attended a village hall fund-raising event and with this in mind it was decided that the maximum number of attendees should be 90.

There was some discussion about the food with the suggestion that it should be a small buffet of finger foods rather than canapés.

- A payment deadline needs to be set and will be announced in the next newsletter.
- **Claire to investigate buffet option and report back.**
- **Claire to e-mail PTA members with a view to helping set up the hall.**
- The company supplying the lining want to set it up earlier than is needed. **Claire to liaise with them and organise appropriate time.**
- **Claire to speak with Jacqui Smith about setting up time.**
- Possibly extend end time of event to 12.30am?
- A cleaner is coming the following morning to help clean the hall with volunteers from the PTA.
- Possible marquee with some seating, final decision still to be made.
- Bar prices to be kept at usual PTA event prices.

Frankie had investigated the roulette/casino option, but it was thought that this should be saved for a future event.

#### FUTURE EVENT – PTA SUMMER FETE

- Fete sub-committee to have first meeting this evening.

## **TEACHERS**

No new business.

Karen has attempted to purchase the 8 recycling bins but they are still out of stock.

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

## **ANY OTHER BUSINESS**

- The links on the website to the PTA minutes have been corrected.
- PTA mailing list to be updated as although new members have been added, old members have not been removed. **Heather to send a current list to Mark Woodman.**

There has been a problem with the supply of school polo shirts in age 5-6. Heather reported that new stock was due in next week and outstanding orders should be shipped as soon as they are available.

## **NEXT MEETING**

Monday 4<sup>th</sup> April 2011, 7.30pm at the school.