

**Minutes of PTA Meeting  
16 May 2017**

**Attendees:** Gemma Gordon, Annette Reeve, Jo Elliot, Rhiannon Collins, Lucy Mitchell, Marjolijn Van Den Hout

**1. Finance**

Mother's Day gifts brought in £694, Fashion show £650 and Easter egg competition £80.

**2. Father's Day gifts**

To be sold at both sites on 13 and 14 June, 11:30-1pm

Lisa Leedham will buy the gifts (keyrings). Rhiannon and Lucy will put together the infant keyrings, juniors will do themselves. Jo to source bags.

Actions            Marjolijn to confirm volunteers for the days at both sites  
                         Annette to sort floats and bank funds after the event

**3. Summer fair**

Date has been set for 7 July. It will be held at junior site.

Actions            Gemma and Marjolijn to organise (see planning document)  
                         Volunteers needed

**4. End-of-year discos**

Suggested dates:

19 July at infant site from 6-7pm

20 July at junior site from 6-7.30pm

*It has since been decided to hold both discos on the same day at the junior site. Date: 20 July.*

Actions            Marjolijn to organise  
                         Volunteers needed, also for clearing up afterwards

**5. Recycling scheme**

Rhiannon mentioned that a friend's school is raising about £500 per term by having an on-site recycling bin for clothes and bric-a-brac that a local firm collects.

Actions            Rhiannon and Gemma to look into this

**6. Gala event**

Date set for 14 October at Village Point.

Actions            Gemma to organise

**7. Wish list items**

The PTA have previously approved the purchase of event style tents, a poster board at the junior site, a storage shed at the junior site to store PTA equipment and a PA system for the junior site. Costs and options are being gathered.

**8. AOB**

Volunteers have been requested to tidy up the cellar. Lisa and Marjolijn to find a date.

**9. Next meeting**

28 June