

**Minutes of PTA Meeting
16 October 2017**

Attendees: Gemma Gordon(chair), Katie Thorp, Clare Hyde, Jayne Hall, Paul, Jenny, Rhian Gilligan, Hannah, Annette Reeve, Marjolijn Van Den Hout, Karen Morris, Bren Billington, Paul Campen, Hannah Gibbs, Laura Jole, Laura Nadel

1. Finance

Annette highlighted that match funding had been received from the Summer Fair via a parent which was a very welcome addition to the finances and made the Summer Fair the most successful to date.

Action **Katie to draft an e-mail to go out to parents to ask if any other parents receive this perk and if so if they would be happy to get involved with a PTA event. Also include if any parents work for a company that would donate any raffle prizes these would be gratefully received.**

2. Basket Bash

Bren has been at a school that have previously done a basket bash which has proved very successful. It see's all classes get a basket and a theme, the class then has to decorate and fill the basket with items relevant to the theme i.e. Movie Night, Pamper Night, Christmas etc. The baskets are then displayed and parents and children can buy raffle tickets and place them in the boxes in front of the baskets they would like to be in with a chance to win. It was suggested this could form part of the Christmas Fair.

Action – Bren and Marjolijn to organise

3. Christmas Cards

All templates are now in and have been sent to the printers. Order forms will be in book bags after half term.

4. 150th Year Celebrations

Look at other products we could sell via class fundraising to commemorate the schools 150th year. The letter that originated the school was dated 1867 and a temporary structure that was wooden was built the following year. The school will be commemorating throughout the year with various events. Do commemorative mugs that will be designed by the children showing what St Thomas's means to them, one for each site that will be sold and look at giving each child a bookmark.

5. Easter Fair

If the Christmas Fair doesn't go ahead it was proposed that an Easter Fair replace it. This could be Victorian themed as part of the 150th celebrations and included a Victorian themed bonnet parade. Mugs could be sold here. If this is to go ahead planning needs to start at the November meeting.

6. Dad's Night

Plans are in progress for this. It looks like it be an ale tasting night sometime after Christmas in an external venue possibly the plough.

7. Quiz Night

In the previous meeting a pie and quiz night was suggested. This was deemed to be a really good idea and after further discussion it moved to a quiz night selling hot pot at the infant site at the end of November if possible. This would tie in really nicely with the harvest festival so it

was suggested this be put on the agenda at the end of the school year for an event in October next year. Gemma, Katie, Claire and Paul volunteered to organise.

Action Gemma to agree a date with school
Action Paul to source quiz and have a chat with a local café who may be able to supply Hot Pot

8. Christmas Fair

It was agreed that it would be a real shame to lose the Christmas Fair as it such a lovely event that a lot of families look forward too. Karen said it could be held at the infant site and with a bit more thought / work it could work by using the church, opening the side gates and doors for access and completely clearing classrooms so more space. Also discussed was having less things in the hall and more in the classrooms, no brick a brack type stalls just nice Christmas related crafts and activities. Could possibly incorporate the basket bash into the fair. Gemma expressed concerns about the number of people and the flow as we now have many more children and as a result more possible attendee's which need to be addressed. Alternatives to the fair were discussed. Also talked about use of sites going forward for events and Karen was keen that both sites get used equally, the PTA need to be mindful of this but bigger events need careful consideration.

Action Gemma to discuss further with Karen and look at support from school and also number of volunteers that would be needed and available

Action Gemma and Karen to produce a risk assessment for the event

9. Climbing Frame

PTA agreed they would be happy to donate £10k to the school by the end of the financial year to cover the costs of the KS1 climbing frame.

Action Karen / Bren to proceed with getting the climbing frame purchased and installed

10. AOB

The year two mums attending the meeting said they would be happy to work together to raise funds to go towards the climbing frame purchase

Action Rhiannon to explore any funding possibilities from local companies

Action Look at possibility of buying / hiring popcorn and candy floss machines for use at events as these could be big revenue generators

Action Organise a high-end raffle Rhiannon to liaise with Gemma with regards

11. Next Meeting

Thursday 23rd November, Time and Location TBC