

**Minutes of PTA Meeting
Junior site
3 November 2016**

Attendees: Annette Reeve, Jo Elliot, Claire Megson, Claire Hyde, Paul Campen, Helen Reeves, Jayne Hall, Katie Thorpe, Charmaine Brown, Marjolijn Jakobsen, Karla Shackleton, Michelle Walpole, Hannah Eskelton, Gemma Gordon (chair)

1. Apologies for absence

Polly Hammerton, Lisa Leedham, Helen Saville, Laura Jole, Anita Lincoln, Vicky Rockingham, Chloe Joyner

2. Minutes of the last meeting / finance

Minutes of the last meeting were agreed, no finances to report.

3. Fashion show

Postponed till spring as many helpers not available on 18 November. Charmaine raised the question whether the entrance fee was too high. New date to be announced.

4. Christmas fair, 3 December, 2-4pm

To be held outside at junior site, in marquees. GG and MJ to arrange with help of CM (and many others). CM walked us through the planning document and tasks were allocated. We need volunteers to man the stalls.

Actions:

| | |
|----------------------------------|--------------------------|
| Planning (document) | Claire, Gemma, Marjolijn |
| Marquees | Gemma |
| Posters / flyers | Katie, Jo, Marjolijn |
| Email 'save the date' to parents | Marjolijn |
| Email 'donations' to parents | Marjolijn |
| Temporary event notice | Marjolijn |
| Speak to Mr Cort | Marjolijn |

5. Renovation playground infant site

PTA agreed to contribute £4,000 to climbing frame.

6. AOB

- Mince pies and mulled wine will be sold at some of the nativity and carol services - to be organised by Jayne Hall and Karla Shackleton.
- Class presents will be given as usual at £25 per class - to be arranged by Annette Reeve.
- Junior cinema trip to take place on 16 December. Two viewings are required this year due to the number of children and therefore it is proposed by Mr Campen that the PTA do a 'matched funding' so that parents pay half and the PTA pays the other half - currently estimated at £500.
- Infant pantomime production to take place on 21 December. It is agreed that the PTA will fund approx. £500 to match the contribution for the juniors.
- Gemma Gordon proposes a gala-type event to celebrate the 150th anniversary of the school. She will investigate and report at future meetings.

7. Next meeting date

Tuesday 17 January at Tusk (venue to be confirmed)