

## **Minutes of P.T.F.A. Meeting - 21.04.10**

### **Held at Spode Cottage at 7.30pm**

#### **Present:**

Claire Smith, Tessa Hopcott, Ruth Curley, Katie Powis, Jo Millett, Sarah Meddings, Sue Clift, Cathy Plover, Jo Cowcher, Sue Thompson, Ruth Housley, Anna Kavanagh, Carrie Williams, Elaine Brookes, Fiona Stephenson.

#### **Apologies:**

John Nicholls, Rachel Slater, Julia Crowe, Mags Tripp, Abbey Smith, Jacqui Smith.

Tessa Hopcott opened the meeting and thanked everyone for coming.

There were no issues arising from last meeting.

#### **Feedback from Fashion Show:**

Total amount taken at this years event was £461.00 which was £150.00 down on last year. This was due to the fact that 30 less tickets had been sold. Although the bar seemed to be quieter it was only £10.00 down on last years takings. The only issue raised was with regard to the slight disruption caused when people were fetching food during the show, it was suggested that people should be made aware of the buffet on arrival. Claire Smith is to contact S D Fashions to confirm booking for next year.

#### **Future Events:**

##### **Summer Fair - 10th July 12-3pm**

The following points were agreed upon, and necessary items are to be arranged prior to next meeting:

- Laura Parker to be approached with regard to obtaining bar licence.
- Claire Smith is to source and book bouncy castle.
- Jo Cowcher will contact Sundance.
- John Nicholls to be approached with regard to providing entertainment.
- Sue Clift will contact Mavesyn Nurseries.
- Jo Millett will contact Police and Fire Service.
- Claire Smith and Mags Tripp will contact outside companies with regard to raffle donations.
- Helen Elson will be asked to contact Ice Cream Van.
- Claire Smith and Fiona Stephenson are to source alternatives for the pony rides. i.e. train/go karts.
- Play Your Cards Right game will replace Spinner.
- Roll-a-10 Pence game stall to be added.
- Carrie Williams and Anna Kavanagh will contact local football clubs with the possibility of running a penalty shoot out.
- Anna Kavanagh to purchase alcohol.
- Mags Tripp to purchase Pimms.

- Tessa Hopcott to purchase soft drinks and sweets.
- Second-hand book stall will be added, funded by a non-uniform day.
- External stalls will be charged at £10.00.
- Class Competitions will be run by school staff

The following dates were agreed upon for non-uniform days:

Friday 18th June - Tombola

Friday 2nd July - Bottles

Friday 9th July - Second-hand Books

The job list will be completed at next meeting.

#### Future Purchases:

- The musical instruments and chairs for the sensory garden have been ordered and will hopefully arrive shortly.
- It was agreed that pop-up gazebos need to be purchased prior to the Summer Fair. Anna Kavanagh may be able to source second-hand gazebos and will confirm with the school.
- Jo Millett suggested that the P.T.F.A. work towards purchasing laptops for the children, all members agreed that this was a good idea and Jo Millett will investigate costs further.
- Anna Kavanagh requested a first-aid kit solely for the use of P.T.F.A. at future events, all members agreed this purchase and Julia Crowe will be asked to obtain a suitable kit.

#### Financial Matters:

Total amount in accounts, at present, is £5328.75. The total amount (approx £1000) for the ordered sensory items has still to be deducted from this.

#### Any other Business:

- Jo Millett enquired as to whether anybody had been in contact with regard to the P.T.F.A. helping at this years Village Day, present members were not aware of any contact being made.
- Tessa Hopcott enquired as to how members felt about the change in venue, members felt that it was easier to hear and there was more space available. It was agreed that the following meeting would be held at Spode Cottage. Tessa is to visit The Olde Peculiar to explain this and thank them for their generous hospitality in the past.

#### Date of next meeting:

The next meeting will be held on Wednesday 9th June 2010 at 7.30pm at Spode Cottage.