

St Michael's Primary School, Winterbourne PTA Meeting 20/1/15

- 1) Present – Mr Vye, Helen Chilcott, Rachael Bird, Kate G, Elizabeth McFarlane, Sarah Newman
- 2) Apologies – Bonnie Dowling , Julia Moss, Louise Woodhams

3) Recent Events:

Autumn Party –

- This successful event made £495 profit.
- Discussion about a similar event in 2015 included bringing the date earlier in the term, consideration of the layout of seating and provision of music.

Christmas Fair –

- This event made £2410 which is an increase of £468 on the previous year.
- Factors contributing to this included making £1093 on the raffle the costs of which were covered by a parent's business (Alison Keats and Carl Pickett) and provision of the burgers and rolls by Tesco.
- It was felt that the decision to move the fair to a Saturday was worthwhile.
- Ideas for 2015 included
 - promotion of the presents to be given out by Father Christmas
 - charge more for hire of tables by outside businesses
 - book equipment further in advance

4) Accounts – Reserve A/c - £4894.04, Current A/c - £6041.78

5) Requests for Funding

- Proposal for data projector system in the hall was presented by Mr Vye – see separate sheet (handed out at meeting) chair has copies to be seen if wish. A vote has taken place and agreed the cost of £2494, by RB, HC, EM, SCS
- Request for the funding of coaches to take KS2 to the Natural History Museum were presented by Mr Vye – see separate sheet. Voted for agreed by SCS, RB, HC, EM (present) and JM & LW (by email) and was agreed for the quote of £1500.

6) Proposed Changes to the System for PTA Donations to School

- Mr Vye introduced this proposal by referring to the difficulties experienced each year when PTA cheque signatories change or there are periods when there is no PTA in operation and the school is therefore unable to access the money raised.
- Mr Vye proposed that any balance over £2000 be transferred to the main school fund so that it could be accessed when needed
- Any transfers would be listed as 'donations' so that a clear audit trail for PTA expenditure could be shown.
- This new arrangement would mean that individual items of expenditure by the school would not be voted on by the PTA

- Talk of transferee of money into school fund account, deciding that the Pta usually fund around £3,000 worth of coach trips/life skills and added extra- this was voted and agreed by everyone present- HC, SCS, RB, EM, it was also agreed to close down the Pta savings account, which will make the current account easy to audit and help the committee. This will leave £4,900 in current account after the transferee of the £3,000 funding coaches, £1,500 and the new computer/projector for the hall £2,494
- It was discussed about a cupboard for the pta to use to store food and be able to lock this away. Mr. Vye had picked a cupboard and said he's happy to order this and if no good/not sturdy enough or not suitable for the Pta property then he is happy to return, cost £305.00 and all agreed to buy this and this can be stored in the table cupboard, also if we would like the shed in the infant playground. It needs to be fixed but is big enough for pta storage, after all the spending on the above items the current account will be £3630.82. All voted and agreed yes.
- Cake sales and money raised, it was voted and agreed that the money raised by each year will go to that year. Each class/teacher will provide a wish list (small depending on the money raised) Mr. Vye will discuss and advise with each Teacher of this change in PTA to help make it more competitive and exciting for them and the children, hopefully we can estimate cost around (£40-£60)
- Brief discussion, about sports day refreshments, the day has not been booked in school diary yet. Mr Vye to let us know when this has been decided and booked in.
- Talk about what happens if there is cricket going on/on same date as summer fayre (talk about using the field) i.e. donkey rides (scs)
- Discussed egg hunt, Sara had mentioned about putting an egg hunt on for the whole school after school, Sara agreed to run this as long as she had all the posters/ art work etc, Liz M, said she had the whole package from previous years for the egg hunt and was happy to work along side Sara in running this event.
- Mr Vye has agreed to man the door for the juniors on the day to give the infants a chance first.
- Date for egg hunt set for Wednesday 25th March
- Other – Summer Fayre date booked Saturday 27th June time to be discussed next meeting

Arrange banner/licence, arrange bouncy castle and discuss other options and ideas,

Next meeting agreed by SCS, HC, RB 3rd February 9am in school with Mr Vye or Mrs Robson

Minutes taken by Kate G & Helen Chilcott.