



EDGBARROW SCHOOL PTA

Minutes of PTA Meeting

Held on 27 June 2017

1.	Attendance	ACTION								
	<p>Attendees: Andrew Johnson Chair Richard Love Vice Chair Julia Smith Treasurer Steve Smith Louise Fletcher School Yvonne Bird Sarah Rook Secretary</p> <p>Apologies: Malcolm May Guy Dwelly Sandy Kent Nicky Simmonds</p>									
2.	Minutes from last meeting and matters arising									
	<p>The minutes from the previous meeting were reviewed;</p> <p>Louise stated that there would be a mufti-day on the last day of term (19/7) in support of the PTA. The School Council agreed that some of the money collected from mufti-days would be donated to the Freddie Hunt fund.</p> <p>Sarah has looked into Cash4Coins, and this is a simple system, where coins are collected and counted by the company and we are paid their value into our bank account. It was agreed that this would be a good idea and maybe to start it in September when students return from foreign holidays. Sarah will look into getting a container to put in reception and organise flyers.</p>	SR								
3.	Treasurer's Report									
	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Total nett fundraising Sept16 – end May 17</td> <td style="text-align: right;">£22,578</td> </tr> <tr> <td>Total spend</td> <td style="text-align: right;">£15,353</td> </tr> <tr> <td colspan="2">(scanning pans, PE coaches, Careers Evening, microscope maintenance, £2688 of planned £10,000 for sports centre)</td> </tr> <tr> <td>School Fund Total Received</td> <td style="text-align: right;">£16,798</td> </tr> </table> <p>Sponsored Walk raised £7144 + £1786 gift aid. The bank mandate is now up to date with Andrew, Richard and Sarah as signatories and Reaoot and Sandy removed.</p>	Total nett fundraising Sept16 – end May 17	£22,578	Total spend	£15,353	(scanning pans, PE coaches, Careers Evening, microscope maintenance, £2688 of planned £10,000 for sports centre)		School Fund Total Received	£16,798	
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4.	Treasurer Recruitment									
	<p>Julia has supplied a useful description of the Treasurer's Role. Andrew said that all key roles should be available for re-election at the AGM. Andrew will issue a Parentmail advertising the treasurer post (and all others), and will promote it at the Meet the Tutors Evening on 13 July.</p>	AJ								
5.	Decorating Day - Feedback									



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	Decorating day went well with 30-40 people coming and helping. The bacon, sausage and egg butties went down well. Rachel Groves donated a tray of doughnuts. A good part of the sports centre was painted and the area behind and beside the centre was cleared and rubbish burned.	
6.	Summer Concert – Wed 5 July	
	Sarah has organised an alcohol licence for this event and it was agreed that we will serve 'Pimms' (Lidl), wine, beer, soft drinks and popcorn. Richard will test out the candy floss machine if he is free. We will supply nibbles for the tables. Sarah, Yvonne, Bobbie-Jo and Chris will run this. Andrew will buy supplies from CostCo. Sarah's husband, Spence's company will match-fund charity events, and so he will also help out on the bar. Sarah will ask Stefe to mention the cash bar on Summer Concert emails.	SR/AJ
7.	Meet the Tutors Evening – Thurs 13 July 7pm-8.25pm	
	Andrew has been given a short slot to talk to parents whilst the students meet their tutors. He will prepare a couple of slides (he will send these to Louise).	AJ
	Richard will also set up a stand to promote the PTA and print hand-outs with more information and an invitation to the cheese and wine (AGM) in September. Julia will also come along to this.	RL
	Sally will sell 2 nd Hand Uniform at this event	SC
8.	Sponsored Walk – 22 September	
	Louise handed out copies of a new revised simplified sponsored walk form. Julia said that she and David has already worked on a different version last year. It was agreed that the form needs more work, so that parents can understand it and fill it in correctly and understand when the form and/or money need to be brought into school. Julia will get in touch with David to discuss. This needs to be complete in time for 13 July. PTA plan to sell cans and sweets to the finishing students in the hall.	JS
9.	Community Fund Raising	
	Richard has completed our application for the Co-op Community Fund, we hope to hear in due course. Julia will pass details to Richard of the Tesco and Aviva schemes in the hope that much of the application process will be similar to Co-op.	RL/JS
	Louise will provide details of potential funding requirements e.g. items for the new Sports Centre for Richard to include in the applications.	LF
	Match Funding Richard has been working hard to resolve our registration problems with three umbrella companies who manage match funding from large companies. Several parents have already offered matched funding from their employers using this route. Parents, whose companies offer match funding, can either do this by undertaking a fundraising activity for the school or through their	



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	<p>school fund payments. As school fund payments are received into the PTA Charity Bank Account, this is a valid way to match fund.</p> <p>We should promote this option to parents through our next newsletter and at the 13 July meeting.</p>	
10.	New Parents Evening (AGM) 28 September	
	<p>At the last PTA meeting the idea of holding a social evening for new parents and students was discussed. The aim of this was to help new parents meet each other and learn more about the PTA whilst enjoying refreshments and playing games.</p> <p>This idea has now been abandoned due to lack of PTA manpower. Instead we will hold a Cheese and Wine Evening at the AGM and encourage new parents to come along. This will be 28 September.</p>	
11.	PTA email account and PTA Comms	
	Richard is keeping on top of the PTA email account. Another PTA update is needed for the end of term Newsletter. We still need to do more work on the PTA part of the school website, through Lucy Stockwell.	AJ
12.	Funding Requests	
	No new requests	
13.	Any other business	
	<p>Richard had a meeting with Karen Robinson and Sandy about the Careers Fayre planned for next Spring.</p> <p>Sandy has booked another Bags2school Collection Date for 31 October and will send out a ParentMail asking for donations during the last two weeks of term.</p> <p>Sandy confirmed that she would help out with the Raffle from the Christmas Shopping Evening.</p> <p>Sarah will get in touch with Anny and make sure she can make the next PTA meeting as the focus for this will be the Christmas Shopping Evening.</p>	
14.	Summary of upcoming dates with PTA involvement:	
	<ul style="list-style-type: none"> • Wed 5th July Summer Concert. • Thurs 13th July Year 6 evening. Meet the Tutors • Tues 12th Sept PTA meeting • Fri 22nd September Sponsored Walk • Thurs 28th September PTA AGM • Tues 31 October Bags2School 	
	Close of meeting	



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