

PTA AGM Meeting Minutes
Thursday 14th April 2016
Lower Park School

Attendees: Charlotte Fazackerley, Lucy Lester, Helen Hardicre, Zoe Buckley, Mandi Banks, Kristin McConkey, Ellen Little, Clare McIntosh, Emma Sewart, Wendy Warrington, Barbara Chadwick, Mr I Coulson

Apologies: Stuart Tyson, Sharon Mallender, Sarah Clarke, Francine Fallon

1. Welcome and Apologies

- Charlotte opened the meeting and shared the apologies. Catherine Cole is standing down from PTA.

2. Plant Sale update 14th May

- All going well. Lots of help to make up orders and vehicles to do deliveries will be required on the day – note to go in Beacon again. 6am van arrives and 8am deliveries start. Food will be provided for helpers

3. Art Exhibition update 30th June

- The artwork is picked up 2 weeks prior to the event so they would collect on **17th June**
- A picture bought on the day of the event will be ready to go to class on the following Monday - 4th June
- If any copies are ordered Chris will be coming back to school on Thursday 7th July with the copies. On that date we will sort out any orders that come in after the event.
- Background music or school band play in the background!
- Need an adult bar and children's bar
- Art exhibition prices same as last time which was:
 - £6 framed original
 - £7 framed copy.
- *In 2005 87% pictures sold estimating 250 pictures

Recommended Cost Price

- Original Framed Picture £10
- Copy of original Framed Picture £8
- If one original copy has been bought, a sibling picture can be bought at a discounted price of £8

Small Risk that could make a loss due to the sibling situation if more than 3 children.

To Confirm

- Have the themes been agreed for the art work (IC)
- Beacon – can we add this into the timetable (IC)
- FF to print some flyers to put in book bags to start introducing the event (FF)
 - Insurance/ Health and Safety – approx. 285 students plus parents – Potentially 600 could attend. To be raised (CF)
 - 30th June - availability of the hall confirmed for a 2 hour set up time and 1 hour post event clear up required on the day

5. Summer Fair update 25th June

- Kristen to circulate dates for break-out committee meeting for planning (KMC) Buying to be done by Kristen, Mandi and Sarah.
- Ellen to confirm if she has a white board that we can use for summer fair helpers sign-up – if not then Lucy to look into cost of buying one (EL/LL)
- Various people to get comparison prices for meat order – 320 sausages, 15lb bacon, 250 burgers. * Do we need a vegetarian option?
- Confirmed collection dates – 27th May, sweet filled jars for Rainbow Day, 17th June, bottles for adult tombola for mad hair and silly socks, 24th June, cakes and choc for non-uniform. Zoe to get flyers done (ZB)

6. Film Night update

- Zoe to confirm 23rd Sept or 30th Sept ASAP (ZB)

7. Bags 2 School/Gift Aid/Easy Fund update

- Lucy confirmed next collection date is April 19th (LL)

8. Lotto Draw

- Lucy did draw – 15,16,49 – and will advise winners (LL) Lucy confirmed that Lotto will be promoted on new intake night (LL)

9. Head Teacher's Update

- Mr Coulson confirmed updates for Art Exhibition
- Mr Coulson talked about successful disco and lots of new parent helpers
- Mr Coulson confirmed that plant sale orders are coming in and he will

ask for help from parents in the Beacon

- Special thanks given to Ellen and Steve for the amazing fundraising done for the school
- Thanks to the PTA for funding the chicks that all the children loved
- Need more lightweight balls for the playground – Kristen, Mandi and Sarah to try and get some more on the shopping trip for Summer Fair
- Mr Coulson asked the PTA to help fund the year 6 leavers video

10. New schedule of events

- Disco 1 – 7th or 14th Oct
- Disco 2 – 10th March
- Disco 3 – 7th July
- Bag2School – 18th April or 25th April
- Film Night – 23rd Sept or 30th September
- Bingo Night – 4th Feb
- Quiz Night – 15th July
- Wreath making night – 8th Dec
- Summer Fair – 24th June
- Xmas Fair – 3rd Dec
- Plant Sale – 13th May
- PTA meetings – Charlotte to advise at next meeting (CF)
- Zoe to get a flyer done to promote calendar of events (ZB)

11. Funds Update

- Ellen did an update on funds (EL)
- Ellen to organise adding Charlotte and Mandi as signatories (EL)
- Ellen to look at forms needed to set up GiftAid (EL)

12. Match funding

- Fran did an update on current situation. Stu and Fran funding has been provisionally approved against Plant Sale/ Art Exhibition. More info to follow

13. AOB

NEXT MEETING: 19th May 8pm