

Crawley Ridge Infant School

PTA Meeting

16 November 2016

Venue: Crawley Ridge Infant School

Present

(PTA Committee)

Abi Summers (Topaz)

Hanah Loveday (Amethyst)

Lindsay Northcote (Amethyst)

Chris Sargent (Emerald)

Catalin Voinescu (Ruby)

Mark Wilson (Topaz)

Gemma Telling (Ruby)

Laura Byrne (Diamond)

Jennifer Langford (Ruby)

Clare Taylor (Topaz)

Sarah Harris (Amethyst)

Kamal Shah (Emerald)

Amanda Winning (Sapphire)

Ema Voinescu (Ruby)

Apologies

Coralie Russell

Jo Welham

Vicky Morley

Julia Zaikova

Nikki Densley

Sonal Badhesha

1. Minutes of the previous meeting were agreed and signed.

2. Mrs Hope thanked Mark, John and James for preparing the area in front of Amethyst class, allowing Mr Stevenson to lay the slabs needed to improve the Year 1 playground.

Wish List for PTA funding

- The play houses that the PTA have agreed to fund have now been delivered and are in the Reception playground. (Mr Stevenson has laid slabs underneath each one). Official opening with the Kwist family (who donated funds towards these as well) is planned for the near future.
- PTA to fund the Christmas presents for the children – Agreed.
- Real Christmas Tree in the school hall – PTA to fund half of this.
- Maths equipment, balance weights and scales – Agreed.
- Roald Dahl books – Agreed.
- Book People books – Agreed.
- Play Mobil Space Rocket – Agreed to fund part of this.
- Binoculars for the RSPB bird watching project to run in the New Year – Agreed.
- Cubetro?

Mrs Hope estimates that the total amount for the above will come to £3776.

The library books that the PTA have already agreed to fund have yet to be purchased.

Treasurers Report

Mark Wilson has already been in contact with Jeff Parke re. Fund matching.

Money has come in from the following projects:

- Cake Sale £166
- Panto £302 plus £36 to come in
- Umbrellas £923 – The umbrella project has not been as successful as we had hoped and we have made a small loss on this project. Umbrellas should have been charged at £8.50 each. Special thanks has been given to Kamal Shah who has helped with costs on packaging, reducing the PTA losses on this project. Abi noted that this was a popular project which could be repeated in a few years, with revised pricing.

Cake Sale

The next cake sale will take place on 7 December 2016, the theme for this will be Winter.

Costco

PTA are to purchase lemon and orange flavoured squash on their next visit to Costco.

Christmas Tree

The PTA have been asked to help decorate the Christmas Tree, date set for 30 November 2016 at 8pm. Volunteers TBA.

Christmas Card Project Update

Sarah Harris is coordinating this project, orders are still coming in. The deadline for final orders is 25 November 2016. Orders look promising so far, although some classes have had a poor take up on this project.

Christmas Pudding Project Update

Elizabeth Pollard is coordinating this project but was unable to attend the meeting. £90 profit has been made, Abi is to ask Elizabeth to drop the money into the office for banking.

Pantomime

Abi thanked Chris Sargent for organising the Panto again this year. Tickets have been allocated and are ready for reps to distribute. Reps are to get a signature upon collection as tickets cannot be re-issued. Amanda Winning collected the Sapphire tickets at the meeting.

Thornton's Advent Calendars

Despite some last minute availability issues from the supplier, the advent calendars will be delivered on Friday of this week. 62 Calendars have been sold with approx. £110 profit. (Catalin noted that Ema was **very** polite and restrained when dealing with the supplier's stock issues).

Money raised from projects

Abi reminded project coordinators and reps that the money from all projects needs to be returned to Mark Wilson ASAP for banking. Any money which is lost or stolen cannot be reclaimed by the PTA.

Phil the Bag

Abi thanked Gemma for organising this project so well. The next collection is planned for April 2017. Total profit from this project is £220.50 which will be split equally with the Junior School.

Winter Fair Rep Meeting

The recent meeting for the fair was very productive, the decision has been taken to stay with the same stall allocation per class as last year.

Laura Byrne note that drinks and hot dogs were donated last year, but may not be again for the 2017 fair. A sponsor will be needed to allow us to get these items for free. Abi to send an email out to see if anyone has any business connections who may be able to do this, will also include a request for raffle prizes from companies etc.

PTA need to work out how many hot dogs and buns will be required for the fair. Clare Taylor may be able to help with her contact at Tesco but would not be able to get all of the drinks and hot dogs.

Mark Wilson is to lend the PTA 2 slow cookers to cook the hot dogs at the fair. The PTA is going to ask class teachers if the children can make snowflakes to decorate the hall during the fair.

The PTA snow machine will be used, fluid to be checked.

Ceramic plates - Lindsay Northcote confirmed that there are a number of ceramic plates for decorating in the shed, Lindsay will check the exact number. There are also some pens but these will need to be checked and replaced if necessary. We may also include other items for decorating (trinket dishes etc.)

Face Painting - Catherine Burns has said that she is happy to lead the face painting team at the fair. Catalin has said that he will help if short of volunteers.

Quiz and Chips Night

Change of date for this event, new date: 10 March 2017.

Any Other Business

Mufti Day

After some recent email enquiries to the PTA, it has been necessary to re-confirm that the selection of the charities that the school supports is made by the school and not the PTA. The PTA is dedicated to raising money for the school. Any enquiries regarding this should be directed to the school and not the PTA.

Class Lists

The office is not allowed to give out a list of class names due to data protection. Abi is to contact PTA UK to see what the regulations are on the PTA issuing lists that they have gathered from parents. It is our belief that they will confirm that agreement must be sort from parent/carers individually before any list can be distributed.

Class lists going forward – Catalin proposed that we get permission at the same time as gathering the contact information, making it clear that the list will only be used by the PTA to contact ALL parents, and individual class lists being available for the sole purpose of contacting each other regarding school related topics. It was noted that once contact information is in the public domain the PTA will have no control over how it is used.

Winter Fair Volunteers

It is always very difficult to get volunteers for this event. Reps are advised not to rely on email to get people to volunteer, talking to them directly always gets better results.

Date of Next Meeting

25 January 2017.