Minutes of Granton School PTA Extraordinary Committee meeting held on the 29th June 9am in the family learning room.

In attendance; Laura Osborne-Smith (Chair), Selina McClure (Sec), Karen Richmond (Dep. Treasurer) America Fernandez, (Treasurer), Oshani de Zoysa, Niki Gillies (Dep. Sec), Bianca Hamlin Shar, Bobby Patel, Yomi & Tina Stockholm

1. **Apologies**

Annie Liyanage

1. **Minutes of last Meeting**

Minutes were ratified.

1. **Matters arising from Minutes of the Meeting**

**PTA EVENTS**

The PTA events free trial has come to an end. Selina has sent America the invoice to be paid by the 3rd July. **Action KR/AF**

Karen & America are to look at setting up PayPal. **Action KR/AF**

**Quiz Night - Thursday March 19th/“Easter Cup Cake and cookie sale” Friday March 27th**

The Amount raised has not been confirmed. AF is to email amount to LOS.

**Frozen Fridays**

LOS is to confirm the date that this can be done.  **Action LOS**

LOS is has looked into Kids Company. Rhian is going to check this today. **Action LOS**

1. **New Constitution**

The committee agreed to adopt the new PTA UK model constitution. It was decided to remain as a Parent Teacher Association. It was also decided that there would be an amendment to the constituting where decisions could be made via email/social media as long as a quorum was achieved. Selina is to write up an amendment to present to the committee which will then be distributed to members of the association. **Action SM**

1. **Summer Fair De-Brief**

Laura thanked those who helped support the Summer fair. Everyone agreed it had been a great day.

The Band was well received and got positive feedback from the audience. And they were free. It was hoped to book them for next year.

**Raffle**

Raffle tickets sold well. Selina needs the number of tickets left over so she can send a report to Lambeth council. **Action SM/LOS**

**Tokens**

Tokens worked really well. We had one negative comment but it was hoped that next year this would work better. SM suggested having a menu at the Token booths so people can gauge what to buy. We sold out of 4,000 tokens very quickly & had to re-cycle tokens.

It was decided to use permanent tokens next year. SM to look into cost. **Action SM**

**Café/Food**

* There were some issues with the ovens and heating plates and tea urns. Also the kitchen staff alleges that some serving trays have gone missing.
* It was suggested to have a BBQ next year. However there may be Health and safety issues in relation to this.
* It was proposed to have a sub-committee next year to look into a more variety of food, as it was thought that there were still very limited options for vegetarians.

**Stalls**

**Bungee Run**

The bungee run was booked instead of the assault course as the assault course wasn’t confirmed in time. It was noted that the bungee was quite difficult to run

**Face-painting**

* The brushes and paints need to be replaced. Oshani to look into the cost.

**Action ODZ**

* Annie (SM reporting) has proposed a menu for the face-painting with a limit of 6-8 “faces”.
* SM proposed a face painting course to be completed in in April next year. It would be helpful if people taking the course would then give an hour of their time to help with face painting as there is always a big queue. Also members of the committee would be encouraged to do this so that they can jump in and help. Oshani has says she can run this.
* Also a security system needs to be put in place next year to help manage the long queue. LOS to look into whether Year 6 can do this. **Action LOS**

**Tombola**

Karen reported that the Tombola was not very successful this year.

**Shed Tidy**

A shed tidy is required to have a post fair tidy and take any tombola items that are appropriate to the food bank.

**Archery**

Bow and Arrows needs to be replaced.

**Bouncy castle**

Niki suggested another bouncy castle and also noted thatPTA T-shirts would have been useful to identify volunteers especially on the bouncy castle.

**Knowledge capsule**

Selina is to send a knowledge capsule to all volunteers so that information can be recorded for next year’s event. Laura will distribute amongst staff volunteers. **Action SM/LOS**

Yomi require a list of volunteers for the PTA website. Selina to send her list to Laura to confirm who were there on the day. **Action LOS/SM**

1. **Leavers Ball – 16th July @6.30pm-8.30pm**

It was noted that the PTA fund and organises this for Year 6.

* Items left over from the fair are to be used for the night - Burgers and Buns (frozen) & Schloer in posh glasses, Sweets from the sweet stall.
* Decorations are already available – red carpet, table decorations etc.
* LOS to order a balloon arch from Andrea. **Action LOS**
* Scott to do photos.
* Volunteers required setting up and helping run the evening.

**Dates of next meetings**

* Committee meeting - TBC