Minutes of Granton School PTA Committee meeting held on the 9th March at 9am in School Meeting Room.

In attendance Laura Osborne-Smith (Chair), Selina McClure (Sec), Niki Gillies (Dep. Sec),

1. **Apologies**

Julie Naldrett, Bianca Hamlin Shar, Bobby S Patel, America Fernandez, Karen Richmond, Tina Stockham (Dep. Chair),Justine McNinch & Beverley Simmons & Carla Alves.

1. **Minutes of last Meeting**

Minutes were ratified.

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

**Amount Raised**

A Newsletter with the recent amounts raised was published & distributed.

The Film Licence amount has had to come off the Frozen Takings – amount 327.90

**Photos of committee**

No photos sent as yet.

**Website**

The Website needs to be updated – it needs more content but LOS has told Yomi to go with what she has. SM to liaise to ensure more content **Action SM**

**Text messaging**

LOS has stated that NG & SM cannot have access to text messaging due to privacy issues. As LOS has ½ a day set aside for PTA work, there is no issue with her sending out the messages. SM is to plan ahead and send LOS a list of text messages that need to go out for the rest of the term.

**Action SM**

4. **Upcoming Events**

1. **Quiz Night -** Thursday March 19th

* Niki to talk to Railway about prizes. They may provide them – if not then they need to be sourced. **Action NG**
* Approx. 16 tickets sold. Ideal number to sell would be 40. A lot of people have expressed interest but not bought tickets yet.
* LOS has looked into online payment. Parentpay looks like a good option – it can do online

Ticketing, Seating plans etc. LOS is to look into Parentpay in more detail and get a breakdown of costs. **Action LOS**

* SM will look into PTA events which is £140 a year – this may be an option depending on how much in comparison to parent pay and used as a functional add on to the website. **Action SM**
* Quiz sub-committee to meet on March 16th @Railway @7pm.

**ii)**  “**Easter Cup Cake and cookie sale”** Friday March 27th

* Oshani has suggested using old materials and maybe getting the kids to make bunting as a project. She can make tablecloths if material is provided. **Action Ods**
* Cellophane bags & Boxes to be ordered. **Action SM/TS**
* Niki is to do a flyer **Action NG**

iii) **May Day Cake**- Friday 1st May

No report

iv) **Marathon day** – Friday April 24th

LOS requested help from the PTA on Friday 23rd April to provide refreshments.

**v) Auction of Promises –** Friday 22nd May

* Selina has written an AOP promises request letter with LOS signature to be distributed to local businesses.
* SM has also created list of local business – to be updated with addresses & saved on Google drive for future use.
* The Letters are to be sent in the next week and followed up in three weeks in person or phone. **Action NG/SM**
* Still need to check who is doing the bar. SM to ask America. **Action SM**
* Post-box is being used by nursery. LOS to look into another one. **Action LOS**
* Another Flyer to be sent via book bags after quiz. Deadline for promises extended.

**Action SM/LOS**

* SM has asked about the band and her friend has got back to her to say that they will need approx. 30 minutes set up and a min 40 min set.
* A Temporary event notice required. LOS has sent details on how to obtain. To do. **Action SM**
* NG to look into estate agent boards. **Action NG**
* Table cloths required for the AOP. Oshani has said that she can make them if material is sourced. **Action OdS**
* LOS suggests a Crèche in the studio so that kids can come with parents if they wish.

vi) **New Starters day** – May 23rd

LOS to check that above date is correct. PTA has been asked to provide refreshments.

A Fun run is proposed for the day to raise funds for Michelle de Costa who attends Immanuel & St Andrews.

**vii) Summer Fayre -** – June 27th

LOS has booked gladiators and bouncy castle for the Summer Fayre. Cost £200.

Slush puppies stall has been booked.

Food stalls were discussed and what stalls can be sponsored. I.e. Dominios, Nandos.

The committee decided to try & keep things local and to support local business rather than going for large companies.

It was decided that there would be no charge for entrance

SM proposed doing a booklet for the Fayre which has been done before. The Booklet would be only cost effective if this was done in house. SM to look onto doing this. **Action SM**

1. **Grant for Playground**

SM has organised a catch up meeting with Justine and Tina to discuss funding for the KS2 playground. The Playground is to be measured.

LOS to look onto Kids company to see if Granton is or can be registered as the school might to be able to get some help with some company corporate days.

1. **AOB**

LOS has suggested a separate meeting to discuss the new Constitution which will be voted on at the open meeting on April 20th. This will be held on Monday 16th March @ Railway.

**6 Date of next meeting**

1. EGM – 20th April
2. Next Committee meeting – TBC
3. Quiz sub-committee March 16th @Railway