**Minutes of PTA Meeting**

**22nd February 2016**

**Present:**

Lisa Gill

Karen Leonard

Steph Monk

April Burchmore

Katie Chapman

Jacques Botha

David Davies

Caroline Roberts

Hilary McKay

**1. Agree Previous Minutes**

The minutes were agreed as a true record of the meeting.

**2. Event Update**

**Second Hand Uniform Sale**

This was placed in the library area with an honesty box system and raised £10.80. Thank you to Katie and Denise for organising this.

**Grandparents Morning Refreshments**

A big thank you to Lisa, Karen, Keren, Charlotte, Sara, Fiona and Clare for helping serve the refreshments, it was very busy as usual, but much appreciated by the grandparents and the staff. The hot cross buns went down very well! Thank you to Jo Kelly for helping to organise this with Sainsburys, we will organise for someone to write a thank you letter to them. This was the first time we had a donation box and it raised £58.96.

**Pancake Club**

This was well attended and the children had lots of fun decorating and consuming their pancakes. Thank you to Emma, Wendy, Denise and Izel for cooking the pancakes and everyone who came to help on the day. We raised £165.

**3. Future Events**

**Quiz**

Tickets are on sale via class reps. Jacques has organised the questions and Katie has volunteered to compare. Update at next meeting.

**Easter Eggstravaganza**

Preparations are underway for the crafts and tickets are available to purchase via the website. Caroline Roberts has volunteered to open and lock up for us on the day.

**Easter Egg Hunt**

This event is being organised for the last day of term (Thursday 24th March). Lisa will send a message via class reps on how the event will proceed. We will hold Receptions hunt in the front playground and Y1/Y2 in the back playground, the side gate will be locked for safeguarding purposes. Will ask for volunteers to help hide the cardboard eggs and hand out the chocolate ones. For further details liaise with the class reps.

**4. Wish List Update**

We conducted a quick run through of the wish lists provided by teachers, children and parents. Our plan is to produce a final list, costs and timescales and discuss these at a second meeting on Friday 4th March. Following this meeting we will put a final list together and send this out via Survey Monkey for all parents to vote on. Update at next meeting.

**5. Treasurers Report**

Jacques confirmed that last year’s accounts have been audited and approved, he will now submitted these to the charity commission.

It was discussed and agreed to go ahead with the purchasing of new tables and chairs for Year 1 classrooms. Jacques will liaise with Caroline Roberts regarding funds.

**6. Governors Report**

Nothing to report.

**7. AOB**

**PTA Newsletter**

Will be issued in March.

If you have any new ideas for fundraising please let any of the PTA Committee members know.

**Date of Next Meeting: Monday 18th April 2016 – School Hall – 9:00-10:15am**