**Minutes of PTA Meeting**

**5th December 2016**

**Present:**

Lisa Gill Jacques Botha Izel Botha Karen Leonard Jenny Prince

Kerry Jennings Emma Morrison Sarah Crawforth Sarah Elliott

**1. Agree Previous Minutes**

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

**2. Treasurers Report**

Following events held since the last meeting we have raised £536.67 from the Shopping/Pamper Night and donated £53.67 to the Princess Trust charity. The Christmas Fair raised an amazing £2,900.90, all stalls made a profit and we still have a few outstanding payments from the Grotto. The School Council organised and ran the School Decorating Table, this stall made a profit of £150 and it was agreed to forward this amount to them.

**3. Governors Report**

Nothing new to report.

**4. Event Update**

**Shopping/Pamper Night**

Another successful evening making a profit of £536 and donating £53 to the Princess Trust. Discussed whether we would continue this is an annual event and all attendees voted yes. Will look at organising this for Friday 3rd or 10th November 2017.

**Christmas Fair**

A big thank you to Izel Botha and Katie Chapman on organising another wonderful Christmas Fair, which raised a fabulous £2,900!

**EcoKids**

Received a good response with lots of bags being donated, awaiting final amount raised.

**Christmas Cards**

These have been received and distributed to parents. Awaiting final invoice from APFS to see how much has been raised for the school. Update at next meeting.

**5. Future Events**

**Christmas Discos**

These are taking place on Friday 9th December. Jenny volunteered to purchase the snacks/refreshments. Karen has finalised attendee spreadsheets, helper spreadsheets, risk assessments etc. Lisa has confirmed timings with the DJ. Update at next meeting.

**Panto**

Have sold 66 tickets with 16 left to sell. Karen will send another reminder via class reps.

**Agree Next Year’s Events/Dates**

Postponed until the next meeting in January 2017.

**6. AOB**

**St Peters Carol Concert**

This is to be held on 12th December at St Peters Church. Karen to get refreshment box and cups from the PTA Shed and Miss Elliott will take these to the event.

**Thank You Chocolates**

As in previous years, we will be at the gates handing out chocolate as a thank you to the parents for their support and help with the Christmas Fair. Jenny will purchase and Karen/Lisa G will hand these out.

**Unwanted Gift Collection**

This worked well in January 2016 so we have decided to hold this again on Friday 6th January 2017. Karen will put notice out via Parentmail before the end of term. Update at next meeting.

**Rev Larry’s Pop Up Coffee Morning**

These have been well received within the community and Rev Larry asked Lisa if the PTA would like to join forces and participate at the Easter one, including an Easter egg hunt? All agreed it was a good idea. We hold our annual Easter Eggstravaganza event in March and will look to see if we can incorporate a scaled down version at the same time. Date agreed upon was Saturday 25th March 2017. Lisa to liaise with Rev Larry.

**First Aid Course**

Received the details of two external companies, Karen will look to organise for early 2017.

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

**Date of Next Meeting: Monday 16st January 2017 – Mitch (Computer Room) - 8:50-10.00am**