

Aycliffe Village Primary School

PTA Meeting

Wednesday 7th March 2018

6pm

Attendees

Sarah Travis (Chair)
Myles Dann (Treasurer)
Leah Kelly (Secretary, Minutes)
Mrs Brown

Apologies

Mrs Sutherland

	<p>Minutes of last meeting Agreed.</p> <p>Outstanding Actions</p> <p>Check availability of village hall and quizmaster for proposed date of quiz</p> <p>Contact admin volunteers to request they contact local businesses to ask for raffle prizes for events. Ask Kate Ward to create a quiz promo flyer.</p> <p>Speak to Andy Taylor re supplier for pie and peas for quiz night.</p> <p>Explore external noticeboard to be used for PTA news and info to be displayed on school wall.</p>	<p>Assigned to</p> <p>ST</p> <p>ST</p> <p>ST</p> <p>ST</p>
<p>Action</p>	<p>Treasurer Update</p> <p>Currently £3905.36 in bank. To deposit £63.00 for film club Balance £3968.36</p> <p>Petty cash £136.00</p> <p>MD to confirm signature with Barclays</p>	<p>MD</p>

	<p>Fundraising Activities</p> <p>Film Club Approximately 28 attendees. Juniors and infants are combined due to low junior numbers. Will review running separate sessions in September.</p> <p>100 Club Going well</p> <p>Discos DJ is unavailable for Xmas disco so an alternative date needs to be arranged.</p> <p>Action Speak to Mrs Sutherland to arrange alternative date.</p> <p>Mother's Day Labels have been distributed to classes ready to go out on Friday. Chocolates are being given instead of flowers this year. It was too short notice to arrange additional fundraising activity for Mother's Day. Need to consider options linked to Father's Day instead.</p> <p>Summer & Christmas Fairs ST is meeting with Kelsey Coulter to discuss plans for summer fair on Tuesday 13th March.</p> <p>Action Bags 2 School ST to book collection following the Easter holidays.</p>	<p>LK</p> <p>ST</p>
	<p>Update from Mrs Sutherland</p> <p>Some items have been covered above as actions completed from previous meeting.</p> <p>Mrs Brown will ask the school council for fundraising suggestions in the next meeting (12th March) and feedback to PTA.</p> <p>The date for the new reception starters meeting has not yet been set but Mrs Sutherland will let PTA know when it is arranged and they will deliver a short presentation.</p> <p>PTA minutes will be uploaded to the school website and parents informed of this via the school newsletter. Meetings will be promoted in the newsletter.</p>	
<p>Action</p>	<p>A lockable post box has been placed in the school reception to allow parents to leave money, suggestions etc.</p> <p>A rota is required to ensure the post box is emptied regularly.</p>	<p>LK</p>

Action	A third key needs to be cut so all PTA committee members have access to post box.	ST
Action	Check Kate Ward's email address is on the distribution list for PTA minutes.	LK
Action	The PTA Easter Egg Competition is taking place on 26 th March. A judge needs to be arranged.	MD
Action	Purchase 7 Easter eggs as prizes.	AB
Action	Ask Mrs Sutherland to judge the competition.	
Action	<p>Funding Priorities</p> <p>The PTA have agreed to fund the Year 6 leavers hoodies at a cost of £140.</p> <p>Mrs Sutherland provided the PTA with a list of suggestions for funding. Mrs Brown was asked to prioritise these.</p> <ol style="list-style-type: none"> 1. Donation to Year 6 Leavers books - £100 – agreed 2. Sand tray for reception class and 2 computers for reception class – costing to be provided 3. Playground sports equipment - £100 - agreed 4. Redecoration of classrooms - costing to be provided. Staff from 3M may be able to provide labour as part of the company volunteer scheme. 	AB
Action	Mrs Brown to provide costs for equipment and redecoration to PTA.	
Action	<p>Any other business</p> <p>ST has given MD information on charity grant opportunities which the PTA can explore. Some can be applied for now and some when charitable status is acquired.</p>	MD
Action	MD to review eligibility for grant funding.	
Action	<p>Dates of future meetings</p> <p>Wednesday 18th April (EGM) Wednesday 9th May Wednesday 6th June Wednesday 4th July</p>	