

Minutes of PHS PTA meeting: Monday 6th November 2017

Present:

Jo Martin (JMar) – Chair

Marie Davies (MD)

Alison Hutchinson (AH)

Michelle Elkington (ME)

Helen Fore (HF)

Jill Ingram (JI)

Susan Horsman-Turner (SH)

Apologies:

David Waugh (DW)

Chris Grove (CG)

Martin Bryne (MB)

Sinead Morrin (SM)

Peter Herbert (PH) – Treasurer

Tomomi Nishimura (TN)

Sian Cross (SC)

Meeting commenced at 7.00pm

Minutes of last Meeting:

Minutes and actions were reviewed –

- Plant sale invoices - All Plant sale invoices have been received and paid leaving £1053.62 profit, a further £95.75 is also to be banked from the profit of the school concert at the end of the last school year.
- 200 paperwork – **Action:** JI to contact J Mason.
- Parent Volunteer list – JM emailed the list to AH, for her to organise the necessary help for refreshment at the school concert, Fidler on the Roof.
- Treasurer Vacancy – had two enquiries unfortunately neither came to fruition, Peter is prepared to continue in the meantime but the search continues, without a treasurer the committee would be unable to function.
- Future Events – Santa Float, date for the PTA to participate to be arranged, this involves following Santa around Poynton collecting donations. **Action:** ME to advise once the date has been arranged.
Fidler on the Roof, performances will be 6th, 7th, 8th, 9th December, (2 performances on Saturday). AH will arrange for volunteers to provide refreshments.
- School Website PTA page – **Action :** JM to review PTA page and provide an update. JI to arrange for PTA meeting minutes to be published on the website.

ME passed on the Poynton Rotary Club thanks for the assistance provided by the PTA volunteers in the help they gave in assisting with the Bonfire clear up.

Matters discussed:

Treasurer's report:

PH was unable to attend but sent a report – Since the AGM at the end of September, the cash book balance as at 5th November is £23,168 of which £12,009 is reserved for future theatre trips, leaving £11,159 to spend. This is an increase of £1,233 available in funds available to spend since the year end (£9,926 per Treasurers Report at AGM) as a result of:

- £144 – events monies banked since AGM
- £20 – easy fund raising banked since AGM
- £1069 – surplus on shows/trips now closed (principally - Suffolk trip £600 surplus; Joseph trip £140 surplus; Sunset Boulevard trip £156 surplus; The Band trip £157 surplus)

Although much of the finances are handled via online banking, we could do with someone within the school to be a cheques signatory now that Nicki has left.

Action: JI to look into arranging a cheque signatory within school.

Treasurer vacancy:

As noted in the previous minutes and actions, we still require a Treasurer for the PTA to take over from PH.

Correspondence:

No correspondence received.

Twitter:

MB provided an update on the account with 1,534 followers.

Sale of 2018 Calendar:

JM showed the committee the flyer produced for the 2018 calendar, JI suggested promoting it on the website and using Parent Pay for the purchase, this was agreed by all present as an excellent idea, if this is feasible (cost maybe an issue) this system could be used for other promotions.

Action: JI to look into the cost of using Parent pay for the purchase of the calendar.

School bids for funding: A request for two honours board in the 6th form was requested costing £465 for the names of head students, this wasn't supported by the committee.

A request from table tennis tables was submitted, but the committee didn't feel they could support this at this time and that such a request should be considered under main school budget as and when funds were available

A request for stage lighting was made. Three quotes were provided and the preferred company TFG Stage Tech quote of £7500 inc fitting was supported by the committee, this would benefit the whole school and also possibly allow and support the use of the hall for external concerts/performances.

Future School Events :

- We have been asked again to collect for the Round Tables Santa Float, following Santa around Poynton streets in the evening from approx 6pm to 8.30pm between 1st Dec and 19th Dec 2017, we can do this over 2 different nights this year if we have sufficient volunteers. (we have already ruled out any days during w/c 4th Dec due to the School production of Fiddler on the Roof) . **Action:** ME to advise a date for the PTA to participate.
- We will be providing refreshments during the school production of Fiddler on the Roof, ice creams and drinks, AH is arranging refreshments of ice cream and drink and will make contact to arrange help for the intervals at each performance.

Any other business:

- JM mentioned small gifts had been purchased to say thank you from the PTA to Elaine Roe, the 2 site coordinators, Cathy Smeaton, Sue Motley and Peter Herbert for their fundraising efforts and support of the PTA.
- JI requested the PTA website page is reviewed and updated including the Theatre trip page to highlight future trips.
Action: JM to arrange update of the website page.
- A school bag collection was discussed. **Action:** JI to look into when a bag collection can be arranged.
- A short discussion was had around promoting and identifying PTA members especially at events. It was decided that Lanyards for the PTA could be made with the support of school.
Action: JI to look at current provider and cost of lanyards.

Meeting closed at 20.30hrs

Date of next meeting /future dates:

Monday 15th January 2018 @7pm

Monday 5th March 2018 @ 7pm

Monday 30th April @7pm

Monday 11th June 2018 @7pm