

Minutes of PHS PTA meeting: Monday 15th January 2018

Present:

Jo Martin (JMar) – Chair

Andy Bennett – (AW)

Alison Hutchinson (AH)

Michelle Elkington (ME)

Helen Fore (HF)

Liz Waterman (LW)

Chris Grove (CG)

Sinead Morrin (SM)

Sian Cross (SC)

Apologies:

David Waugh (DW)

Marie Davies (MD)

Jill Ingram (JI)

Susan Horsman-Turner (SH)

Martin Bryne (MB)

Peter Herbert (PH) – Treasurer

Tomomi Nishimura (TN)

Meeting commenced at 7.00pm

Welcomed Andy Bennett, Assistant Head Teacher and Liz Waterman

Minutes of last Meeting:

Minutes and actions were reviewed –

- 200 paperwork located AH is taking over the 200 club and following discussions at this meeting AH will review the existing arrangements with a view to relaunching and requesting a one off yearly payment.
Action: 200 club to be reviewed at the next meeting.
- Treasurer Vacancy – Helen Fore has offered to take on the role of Treasurer following meetings with Peter Herbert, the committee were in full agreement for HF to take over the role. The Committee thanks HF for taking on this role and to Peter for the commitment and support he has given the PTA.
- Future Events – Santa Float – the evening event went well and await receipt of a donation from the Round Table.

Fidler on the Roof, - the refreshments were a success and £532.65 was raised.

A big thank you for everyone who helped out and supported the PTA at both events, a special thank you to ME for making the arrangements with the Round Table and to AH for purchasing, providing and running the hospitality for Fidler on the Roof.

- School Website PTA page – **Action** : JM to review PTA page and provide an update to JI.
- Bags to school collection - **Action:** JI to look into when a bag collection can be arranged.
- Lanyards - Action: JI to look at current provider and cost of lanyards specially for the PTA.

Matters discussed:

Treasurer's report:

PH was unable to attend but sent a report –

The bank balance as at 14th January 2018 is £23,596 of which £13,127 is reserved for future theatre trips, leaving £10,469 less £7,500 which was agreed at the meeting in last November, for stage lighting improvements by TFG Stage Tech, leaving a balance of £2,969 available to spend.

This is an increase of £543 available in funds available to spend since the year end (£9,926 per Treasurers Report at AGM) principally as a result of further fundraising.

PH met HF about the Treasurer role, I have handed the 200 club over to AH.

Treasurer vacancy:

As noted in the previously HF has offered to take over the Treasurers role.

Correspondence:

No correspondence received.

Twitter:

MB provided an update on the account with 1551 followers. Any promotion or notices required to be put out can be posted by MB on the PTA Twitter account.

Sale of 2018 Calendar:

JM provide an update on the Calendar sales, an increase on 2 from last year and profit of £112. Parent pay was used for the payment of the calendar and this worked well.

Action: JI to advise on the cost of using parent pay for this service, with a view to using this facility for future fundraising.

School bids for funding: AB presented an excellent funding application from the library in respect of a request for a 'Tardis' reading space. There was a long discussion about this and whether it was appropriate, limited subject interest as a 'Tardis', how it would be used, by how many students, whether the cost was worth the investment and safe guarding whilst in use. It was also discussed whether the materials could be purchased and the art department/staff and students could perhaps build a 'reading space' for all as part of a school project.

Action: AB to raise the issues addressed and feedback at the next meeting for a decision on funding.

Future School Events :

Discussion was held about the Easter raffle it was decided that this year due to the time and cost against the returning profit it wasn't worth while continuing with this line of fundraising for this year.

SM mentioned a Trampoline night could be held, at an appropriate trampoline venue, this was discussed

Action: SM to look into the possibilities of arranging an event and cost etc.

A film night/matinee was discussed to be held in the school hall, focusing on lower school age group/primary school, providing popcorn and ice cream and being advertised community wide. A film licence would be required, site staff to open/close the school, risk assessment and insurance all need to be looked into.

Action: SM/AH to review the cost and requirements to run a film and the legal obligations needed, with a possibility of running a film event on 24th March 2018.

Any other business: N/A

Meeting closed at 20.30hrs

Date of next meeting /future dates:

Monday 5th March 2018 @ 7pm

Monday 30th April @7pm

Monday 11th June 2018 @7pm