

# Minutes of PTA Meeting 26<sup>th</sup> February 2009

**Present:** Catherine Bell (Chair) Helen Faulks (Secretary) Nicola Beale (Treasurer) Kevin Flack, Jo Daubeney, Steve Skurek, Laurean Bedwell, Lynne Reigler, Emma Lock, Heather Taylor

**Apologies:** Gareth Davies, Katy Unsworth, Maggie Shaw, Marie Myers, Heather Gunn

## 1 Matters arising from the Minutes of last meeting

**Item 1 Outside Notice board** - has arrived

**Item 5 Playground project** - Playground markings will take place week beginning March 2<sup>nd</sup>.

**Red Class Assembly** – Help needed to serve tea and coffee (no cakes) after Red Class assembly Friday March 20th

## 2 Chairs Report

- **Quiz Night** - Catherine thanked Nicola Beale for organizing another successful Quiz Night.
- **Disco** - The PTA would like to thank Kay Harris and everyone else involved in making the Disco a huge success
- **Cake Sale** -Very successful

## 3 Treasurer's Report

- Nicola shared the following totals raised from the events  
Quiz Night £205  
Disco £206.99  
Cake sale raised £174
- [www.buy.at/holyapostlesprimary](http://www.buy.at/holyapostlesprimary)  
Nicola reported that £85 had been made for the school through someone signing up with SKY using this sight
- PTA Savings currently stand at £6868
- Nicola needs to meet with Mr Davies and Mrs Talbot
- Charities Commissions Trustee Addresses – formal handover is required to the new trustee addresses
- New trustees : Kevin Flack, Steve Skurek, Helen Faulks and Nicola Beale

## 4 Staff Items

No staff items

## 5 Future Events

Marie will do a stock take and liaise with Emma Lock and Steve Skurek for their events

### Race Night – Emma Lock

#### Friday 20<sup>th</sup> March

- Kevin Flack and Katie Unsworth are helping Emma with this event
  - Food - each person attending to bring a plate of food to contribute towards a Buffet
- Action: Raffle** – Emma will put a note out for some donations
- Publicity** – Helen Faulks to do a flier

### Swap Shop Extravaganza - Steve Skurek

#### Friday 27<sup>th</sup> March after school in the hall

- Children come out of school to collect their 'swap' from a parent or carer
  - Children then make their way straight into the school hall ready to swap their item
  - 50p a swap
  - Other stalls set up in the hall to include Hot Dogs, Flapjacks and Juice
  - When the children have found something to swap they will have to go up on to the stage to take a swap shop oath and part with their 50p.
  - Steve will oversee management of the children in the Hall. He has six other helpers at present
- Action: Publicity** - Helen Faulks.

Staffroom microwave can be borrowed to heat sausages.

### **Recipe Book - Heather Gunn**

The Sponsors have dropped out due to the current climate so cost of the production of the book is of concern. It was felt a small committee should be formed to support Heather in the production of this book.

A thank you to Ellie McGuffie was overlooked at the last meeting.

The PTA is very grateful for the time and effort Ellie put into the book at the launch of the idea and would like to pass on its thanks to her.

*Action:* Jo Daubeney and Heather Taylor have agreed to meet with Heather to discuss the best way forward. An announcement will be made for the winner of the competition.

### **[www.buy.at/holyapostlesprimary](http://www.buy.at/holyapostlesprimary) -Steve Skurek**

- More promotion is still needed.

*Action:* Steve will re run a leaflet to go out in book bags.

### **Cake Sale - Jo Daubeney**

**Friday 3<sup>rd</sup> April**

- Include information on flier about reporting dairy and nut allergies to class teachers

*Action:* Publicity – Helen Faulks

### **Bag to School – Jo Daubeney**

- A flier will be distributed with a bag on Friday 20<sup>th</sup> March
- A second flier will go out as a reminder on the 30<sup>th</sup> March

*Action:* Publicity Helen Faulks.

### **Summer fair**

- Committee needed
- Laurean agreed to be the school link and will also organise a rounder's tournament
- Jo was asked to approach her husband about the football tournament which was a great success
- Steve Skurek thought he might be able to offer a football activity

*Action:* If anyone would like to be involved in the organisation of the Summer Fair then mail Catherine Bell (Chair)

### **6. AOB**

Jo Daubeney brought to our attention the idea of the children making Christmas cards at school to sell using [www.cauliflowercards.co.uk](http://www.cauliflowercards.co.uk). All agreed this was a good idea.

**Next Meeting**  
**Wednesday 22<sup>nd</sup> April 7.30pm**