

# Newburgh School PTA

Minutes of meeting held 7<sup>th</sup> February 2017 at 7pm in the Unicorn Pub

Present: Liz Ward, Jane Wilkinson, Lisa Hernandez, Jenny Day, Jayne Greenwell, Sarah Bayliss, Kirstie Cestaro, Rachel Guest, Jane Smith, Sally Holland, Rob Hughes.  
Apologies: Janet Mathias, Vicky Bartlett, Sharon Dorsett, Elaine Sutcliffe, Rowena Hogg, Andrew Cooknell

	AGENDA ITEM	
1.	Welcome to Liz who is attending a meeting for the first time.	
2.	<b>Apologies</b> as above.	
3.	<b>Minutes of last meeting approved.</b>	
4.	<b>Update on Actions from Last Meeting</b> Lisa hasn't had chance to talk to Mr Smith about Newburgh Got Talent. Lisa to action. Publicity of new Chromebooks. It is understood that the Year 3 children are producing some thank you letters. Lisa to check with school whether we could use one or two of these in our publicity material. Phasing of Facebook posts. It was discussed whether if two posts are made in the same day, whether only one appears in a news feed. Kirstie to organise a meeting with those with Facebook administration to discuss timing of events/marketing.	Lisa  Lisa  Kirstie
5.	<b>Treasurer's Report</b> On recount the Cloth bags was £6 different from previously published so figures have been amended. Jayne has requested that when money is received that this is collected flat as it makes it difficult to bank (don't roll it up). Currently we have £6K put aside for the staging area. We need to put aside another 1K aside to help fund this project. Funds available £2381	
6.	<b>Request For Funds</b> Request received for £100 for consumables for gardening club. Approved. Lisa to talk to Mrs Turner because she may be able to negotiate a discount at Barn Close Nurseries. Staging Area - Lisa to move this forward with Mr Smith and office. Lisa waiting for school to come back on when they plan to do press release for opening of playground. Children are already using the new playground in class groups. Looking for volunteers to contact places that do token collections e.g. like the Waitrose, Tesco in Warwick, Unicorn. Vicky Bartlett to look into Tesco to see if we can be considered for a collection.	Lisa  Lisa  Vicky Bartlett
7.	<b>Future Events</b> <b>Scooter/Bike Sheds</b> – Kirstie has researched Scooter Pods. Brightly coloured plastic scooter park. Two will hold twelve scooters. £350 each with base which costs £40. Can be self installed. Kirstie to chat to office and find out where new scooter sheds/bike	Kirstie

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	<p>racks could go.</p> <p><b>Cake Sale</b> – Lisa has spoken to Mr Smith about hot drinks. He is happy, but we will only provide hot drinks after main rush has passed. We are to use the practical area to set out the cakes and have the urn. There are several children in Reception who are gluten intolerant. Consider asking if people can label their cakes if they are allergy friendly.</p> <p>Susan Goodwin and Jane Wilkinson to help collect cakes in the morning. Jane Smith and Jenny Day to help to set up and set out uniform at 2pm. Jenny Day and Lisa and Jane Smith to put away at the end of the day and cash up.</p> <p>Reception are also organising a cake sale on Thursday after school to help raise funds for their school trip. The cost of the trip has increased, but they don't want to ask for more money from parents so trying to get more money from cake sale. PTA agreed to give up to £200 to help Reception to fund their trip if the Reception cake sale doesn't make sufficient funds.</p> <p><b>Clothing Collection</b> – Thursday 2<sup>nd</sup> March.</p> <p><b>Easter Event?</b> Various event ideas discussed e.g. quiz, Barn Dance, walking treasure hunt quiz, Easter Treasure hunt. Susan could potentially write quiz. Discussed collecting coins and making a 1km of coins around the school. Potential to do a poll on Facebook to gauge interest level. Could also potentially do a questionnaire at parents evening? Agreed to pursue quiz as a potential event near to Easter.</p> <p><b>Foreign Coin Collection</b> – Sarah Bayliss has looked into a foreign coin collection. A company comes and takes the coins and gives you cash in return. Agreed this was a good idea. Sarah to pursue.</p>	<p>Lisa to explore</p> <p>Sarah Bayliss</p>
8.	<p><b>Update on Events</b></p> <p><b>Beetle Drive</b> - made £60 on tickets and £100 on cakes. Event went well. Sixty people came. Very popular with grandparents as well. Kids still at a loose end between rounds even though colouring sheets provided. Microphone needed. Talk to school before next event to get a microphone working. Could easily accommodate 100-120 people. A raffle could be offered. Perhaps consider as an annual event.</p> <p>Lisa to talk to school about first aid situation and what we offer or provide in regard to first aid and also clarify security arrangements during an event on a weekend.</p>	<p>Lisa</p>
9.	<p><b>100 Club Draw</b></p> <p>93 – Vicky Bartlett 21 – Claire Houghton 45 – Cathryn MacLeod</p>	
10.	<p><b>Any Other Business</b></p> <p>Consider some kind of questionnaire at Parents Evening to see what people want from PTA future events.</p> <p>Bike scooter publicity – we need to produce some kind of publicity regarding reception</p>	

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	new bikes and scooters. Would be good to get some pictures and put up a facebook post. Lisa to ask if that would be possible. PTA children could be used in the photos?	Lisa
<b>11.</b>	<b>Date of next meeting.</b> Wednesday 1 <sup>st</sup> March at 6.30pm in School.	