

Newburgh School PTA

Minutes of meeting held 11th June
2018 at 7pm at the Racehorse

Present: Lisa Hernandez, Jenny Day, Kirstie Cestaro, Karen Iredale, Jayne Greenwell, Janet Mathias, Andy Cooknell, Sally Holland, Vicky Bartlett, Josie Maidens, Cathey Horsfall
Apologies: Jane Smith, Jayne Wilkinson, Rob Hughes, Jenni Stuart.
No teacher/representative from school present.

	AGENDA ITEM	
1.	Welcome	
2.	Apologies as above.	
3.	Minutes of last meeting approved.	
4.	<p>Update on Actions from Last Meeting</p> <p>Stage Area – Grand opening to be on Fri 22nd June at 11am. To be opened by Mayor Rich Eddie. Vicky Bartlett to attend on behalf of PTA. Year 1 doing Superhero song on the stage. Local paper to be present. Kirstie to ensure it's publicized on Facebook.</p> <p>Scooter Pod – remaining one has been put on grass outside infant playground and is now available to use.</p> <p>Caterpillar Pods – message of thanks from Mrs Connell for butterfly and donation.</p> <p>Maths Mastery Stall – Lisa has checked it is ok and inline with curriculum, so Maths Mastery lady to be at the fair. Any money she raises will be passed on. She is only running a stall to publicize her webpage, and will make no money from being present. Agreed that this was inline with PTA policy. Lisa to let her know.</p>	<p>Kirstie</p> <p>Lisa</p>
5.	<p>Treasurer's Report</p> <p>Funds raised £1024 from £485 quiz and football presentations bar £479.</p> <p>At football presentations we took over £800 at the bar but alcohol costs were quite high. Lager sold at £2 per can, we were buying at £1.70/can so probably need to increase costs to make more, but prices were inline with food costs.</p> <p>Uniform raised £2 this month. Available funds £3548.</p>	
6.	<p>Request For Funds</p> <p>Christmas Panto - £1346 for coaches for December 2018. Approved. PTA agreed to reserve the funds for this, but this money shouldn't be paid until the next school year as it is an annual request.</p> <p>Courtyard Area – Mrs Turner has put in an application for a Henry VIII grant to look at improvements to the courtyard area. To include a greenhouse, re-paving courtyard, new pergola. Total application will be for around £24K of which £21K from Henry VIII but asking £3K from PTA. Agreed to work towards this amount but insufficient funds at this time to pay the money to school. Potentially enough after the summer fair.</p> <p>Year 6 Leavers Party – PTA assumed as last year that £100 would be required for food and drink and around £110 for Bouncy castle. Approved.</p> <p>Y6 Hoodies – normally around £400. Approved.</p>	

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	<p>Bike Sheds – Costs of sheds has gone up. Previously allocated £3000+£1750. Received £100 from Bravissimo. School needs £5339 in total. School requesting an increased amount of £489 to help fund the new bike shed bringing the request up to £5339. Approved</p>	
	<p>Future Events</p> <p>Camping – lots of interest. Marquee and portaloos can be put up on Thursday night. Jenny to do Facebook post advertising event. Raf to do a poster. Toilet quotation at £100. Games itinerary – rounders, cricket, etc. Rock painting. Lisa to borrow sports equipment from school, approved by Mr Smith. Jenny to bring bucket/emergency water for warden pitch. Jenny to check back on rules and regulation for event. Jayne to check insurance for camping weekend.</p> <p>Reception New Parent Evening – taking place on Wednesday. Josie and Sally to attend and do refreshments. Sally to get biscuits and tea/coffee. Janet to go to Bookers to get additional cups for event.</p> <p>Reception Settling in – Volunteers all sorted. Will be selling raffle tickets. Jayne needs to provide a float. PTA board to be got out at events to advertise what we do. Lisa to check it is up to date.</p> <p>Summer Fair - Raffle tickets ordered. Already got prizes from Coolsportz, Element Coffee, TT Training, Racecourse, Pumpkin and Sprout have all said yes to provide a prize already. Janet working on others. Tickets to go in book bags two weeks before. Alcohol licensed applied for. Cathey and Elaine to buy alcohol for the fair. Bottle of Pimms still in cupboard. BBQ – Paul Brown happy to do it if we use good meat. Lisa to ask Dean for use of his BBQ. Burgers to be sourced from Broomes and sausages from Costco. BBQ to be in courtyard area. Bar to be in courtyard. Jenny to organise Bouncy castle for Year 6 and Summer Fair with a deal. Jenny to check hire company insurance and check number of children on castle at one time. Jenny to talk to Becky Malone about ambulance. Jenny to sort ice creams with Vicky. Simon volunteered to do sponge throwing. Lego Heads from Mrs Connell – Lisa to ask for and set up. Karen to make a 100 square. Cathey to get lollies for lolly tree. Lisa to put a volunteer list on the staff room wall.</p> <p>Sports Day – Lisa to check with Mr Smith whether there is a time to give the kids an ice cream on the day. Jenny/Cathey to sell tea and coffee and ice cream all day as will be attending both morning and afternoon. Relief cover required for lunchtime session. Jenny to organise volunteers and supplies for day.</p> <p>Year 6 Leavers do. On 18th July. Jenny to get bouncy castle. Money approved. Ice cream van? PTA to provide ice cream? £564 was required last year for Year 6 leaver do.</p>	<p>Jenny Raf Jenny Jayne</p> <p>Sally Janet</p> <p>Jayne Lisa</p> <p>Cathey/ Elaine Jenny Lisa</p> <p>Jenny/ Vicky Cathey Lisa Karen</p> <p>Jenny</p> <p>Jenny</p>
8.	<p>Update on Events</p> <p>Class Photos – all gone well. Funny face and normal face photo. Will be offering option to buy normal one for £6 and do add on for £2. Jayne to hold originals if people want to do an end of year class photo card. She will bulk order from internet.</p> <p>Quiz Night - really successful again. Fewer people but made more money. Bar was very popular. Sold 20 bottles of prosecco – so for future would need to stock about 25 bottles. Thanks to Cathey and Cathryn for setting the questions.</p>	

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	<p>Football Presentation – sold 141 cans of San Miguel, 80 Kronenberg, 90 John Smiths, 16 Prosecco, 2 bottles of Pimms. Could potentially increase prices to make more. Would be nice to do this again next year. Thanks to Mr Brandrick for letting the PTA use this as a money making event as this was a non school event. He didn't charge us, despite having hire costs to cover.</p> <p>Sponsored Marathon – So far raised £2055 from sponsored event – final figure to be reported next month. Will be at least £400-500 gift aid to be added to that. Event was very successful and very popular with the children. Drinks raised £39 during the sponsored event. Lisa to do an eschool post about completed marathon event and final deadline for money to come back in.</p> <p>Sports Day – Lisa to ask if Year 6's can make posters for house teams which show both name and colour to be placed on fence behind children on sports day, so easier for adults to know which team is which. Lisa to ask in school.</p>	<p>Lisa</p> <p>Lisa</p>
9.	<p>100 Club Draw</p> <p>31 - Ron Binnie</p> <p>84 - Cathryn Armer</p> <p>51 - Helen Venn</p>	
10.	<p>Any Other Business</p> <p>In September positions of Chair, Secretary and Vice Chair will all be available. So far, no interest in taking on the roles. Andy asked if Mr Smith could help promote position of replacement chair. Lisa to mention it at new parents evening. Potentially approach Tim Billyard to see if he would be interested.</p> <p>Andy to put together a job advert for Chair role so that people know what it involves. Kirstie put in a request to do tea towels next Christmas.</p>	<p>Lisa</p> <p>Andy</p>
11.	<p>Date of next meeting : Date to be set as current planned date clashing with camping (and England game!)</p>	