

Newburgh School PTA

Minutes of meeting held 9th November 2017 at 6:30pm at Newburgh Primary School

Present: Susan Goodwin, Lisa Hernandez, Gemma Nicol, Jenny Day, Kirstie Cestaro, Rob Hughes, Jane Smith, Jayne Greenwell, Karen Iredale, Naomi Clarke, Sally Holland, Janet Mathias, Vicky Bartlett,
Apologies: Jane Wilkinson, Cathryn Armer, Cathey Horsfall,

	AGENDA ITEM	
1.	Welcome.	
2.	Apologies as above.	
3.	Minutes of last meeting approved.	
4.	Update on Actions from Last Meeting. Santa's Wish Book – Author has offered to do the book for a significantly reduced rate. Some concern expressed that kids would be expecting sweets and may be disappointed with book. There was mixed views on whether to give out the book or whether to give out sweets. Lisa to check whether we need to buy a certain number or whether we can do a sale or return and offer them on a stall. Potentially will create a stall selling the books outside Santa?	Lisa
5.	Treasurer's Report. £933 raised from quiz night, cake sale and 100 club. Spent £349. Funds available £2996.	
6.	Request For Funds Reception is requesting Kinetic Sand. £35. Approved. Mrs Turner is requesting 60 copies of Julius Caesar for whole school. £299.40. Approved. Mrs Franklin is requesting £622.70 for a glockenspiel, chime bars, choir biscuits. £622.70. Approved. Vicky to look to see if there is a grant available to help Mrs Franklin with this.	Vicky
7.	Future Events Xmas Fair – Prize Donations. Got prices from Racehorse, KIA, 1 hours cleaning, Coolsportz, Racecourse, Nash White already to name a few. Potential for Pumpkin and Sprout to donate a gift bag of goodies (Jenny to check). ASK, Sweet Shop, Unicorn, Castle, Cadbury's also asked and hopefully will be donating. Someone going next week to ask at JumpIn. Jane to ask Simon from Fit4Kits. Cathryn Armer to do posters. Zani to do banner. Stan ready to help out again. Donation Day -Friday 8 th Dec – Jayne Wilkinson, Karen Iredale, Jane Smith, Naomi Clarke, Susan Goodwin all volunteered to help. Others will be required. Lisa to check cupboard for sellotape. Kirstie to set up PTA social. Agreed to sell Mulled Wine again. Lisa to reapply for license. Mulled Wine – less fruit. Will need lids on all hot drinks including mulled wine. Burgers, sausages, chips etc. Vicky B to go in kitchen with Cathey and Rob (from 12pm). Rob and Cathey to sort food.	Jenny Jane S Cathryn Zani Lisa Kirstie Lisa

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	<p>Karen to make 100 square. Lisa to check for Where's Santa Plan in cupboard. Sally donated some footballs for Penalty Shoot Out prizes. Favourite stalls - Name the Reindeer/Teddy, Lollipop tree was popular at summer – worth doing again, Rudolf's Carrots, Santa's Mouth. Lisa to check with Linda to see if she'll make a Cake. Allyson will be Santa's Elf. Lisa to ask Pathways if they want to help. Jane Smith on admissions. Sally to provide some colouring pictures for Santa's queue. Lisa to ask Miss Maisey if we can use her Grotto. June is available to do 100 square.</p> <p>Filming of Xmas Production – Feedback on sound – see if we can improve on quality of recording. JD to check with school and make sure that all action is caught. Jenny to chase Trevor for price and organise filming.</p>	<p>Karen Lisa</p> <p>Lisa Sally</p> <p>Jenny</p>
8.	<p>Update on Events Quiz Night - Quiz was really successful. Went really well. Lots of positive feedback. 56 people at the quiz. Food went well.</p> <p>Cake Sale – raised £290. Lots of nice cake donations. Next cake sale to be in either the Hall or in the two playgrounds.</p> <p>Clothing Collection – Karen to chase for cheque.</p> <p>Reception Tea Party – Naomi to request that volunteers should not have children in reception, so that they can be free to help, it was a bit busy. Naomi to write down what she buys for future parties</p> <p>Secondhand Clothing Cupboard – has been purchased. Needs volunteers to help stock it. Lisa, Janet and Karen to help fold and stock cupboard on Wednesday morning.</p>	Naomi
9.	<p>100 Club Draw Annette price - 9 Lisa Brown - 68 Monsterrat Acero - 8</p>	
10.	<p>Any Other Business</p> <p>Confidentially and Safeguarding - Will be a new sign in form to say that if we are volunteering/working in school that if we see something of concern in school that we will report it and that we will keep things confidential.</p> <p>Lisa would like a 'Blue Peter' style funds totalizer to display at the front of school.</p>	
11.	Date of next meeting. 6 th December 2017 at the Unicorn Pub	