

Abbey Grange Church of England Academy
PTA Meeting

Tuesday, 11 October 2016, at 7.30pm

Minutes

<u>REF</u>	<u>Notes</u>	<u>Actions</u>
1.	<p>Present: Mandy Bell (Chair), Sarah Loughman (Minutes), Karen Simkins, Janet Bove, Sarah Devlin, Stephanie Cassidy, Tendai Nkala, Gloria Efezoikhae, Tonia Cranston</p> <p>In Attendance: Lynda Walker, Head of Pastoral Care, Abbey Grange</p> <p>Apologies: Marion Kemp, Jo Waterhouse, Tricia Stoddard</p>	
2.	<p>Welcome: Mandy Bell (Chair) opened the meeting and welcomed all present, particularly new members.</p>	
3.	<p>Minutes of last meeting and matters arising: Minutes of the last meeting (12.09.16) were agreed as accurate and matters arising were all covered in the agenda.</p>	Minutes agreed
4.	<p>Treasurers Update: Sarah Devlin gave the update as follows:</p> <p>Balance in bank £3,104.11 Balance in hand <u>£2,052.11</u></p> <p>It was agreed that another Candy Floss machine should be purchased for use at the Winter Fayre.</p>	
5.	<p>Community Action Fund (Cooperative): MB reported that Abbey Grange had been chosen as one of their supported charities in the local area. People who shop at local cooperative stores, near to the school, can select Abbey Grange to receive points (or select Abbey Grange if they shop at other stores).</p> <p>Over the year a significant amount of money could be raised by the Fund which will be donated to the PTA. MB to bring further information about how the process works to the next meeting.</p>	Mandy Bell to bring further information about how the CAF works to the next meeting to ensure that as many people as possible can access the system
6.	<p>Refreshments Rota: KS said that there were two parents evenings in November:</p> <ul style="list-style-type: none"> • 15 November • 24 November <p>KS will ask for volunteers. It was also noted that the refreshments were located in the 6th Form Block at the recent open evening but it was felt that this wasn't really a good place to have it and it was suggested that any further open days refreshments should be based in the main building where more people are likely to go past it.</p>	MB to raise future location of refreshments for open days with Paul Cooper
7.	<p>Second Hand Uniform: A rota to sell second hand uniform before each PTA meeting at 7pm needs to be set up.</p>	MB to set up rota
8.	<p>100 Club: TC explained that the 100 Club is where parents pay £10 a year and put into a draw and over 10 months a name is pulled out and a £50 prize is announced each month. Sarah Devlin will be taking over the 100 Club administration from Tonia, and arrange a handover and ask the school to publicise. There are now 2 separate 100 Clubs, due to extra demand.</p>	TC to draw 100 club names and ask school to advertise and handover admin to Sarah Devlin
9.	<p>Winter Fayre: The Fayre will be held on Saturday, 26 November and the hall is now booked. Half the proceeds of the Fayre will be</p>	PTA members to publicise the Fayre using posters which were

	<p>donated to the Abbey Grange Astro Turf Fund. SC circulated some information on how much each stall had raised at last year's Fayre.</p> <p>TC reported that she would be running the Winter Fayre raffle again this year, although she would be handing over to SL for the Spring Raffle. TC asked members if they could donate a prize to the raffle and bring along to the next meeting. The raffle will be set up via Parent Pay and tickets will also be sold at the Fayre. TC liaising with Jane Grant in the School Office to ensure all set up on Parent Pay.</p> <p>Jo Waterhouse is dealing with Silent Auction again this year.</p> <p>A hot drink will be included in the price of the admission. LW to check if the kitchen will be available to use at the Fayre.</p> <p>PTA members signed up to manage various stalls. SD suggested a 'Hook a Cracker' stall as well, which was agreed as a good idea. SD is also organising the external stalls as well, such as Avon, Shabby Chic, Yorkshire Air Ambulance, etc. SD also reported that the Fayre would be advertised in the next edition of NE Life.</p> <p>It was agreed that it would be a good idea to ask the PE Department if it could support the Fayre more this year, particularly as it will be raising funds for the astro turf. LW and SC to contact Head of PE to ask for support around organising 'Beat the Goalie' and 'Net a Netball', etc. The Fayre will also be promoted at the next Parent Council meeting.</p> <p>MB said that she would contact CocaCola to ask for a donation again this year and SC will collect the drinks if granted.</p> <p>LW will raise the Fayre with the 6th Form students and see if they would like to help in terms of a community volunteering opportunity. Year 7 students will be asked to design a poster for the Fayre as well.</p> <p>The school orchestra will also be helping again this year.</p> <p>A banner will go up outside school promoting the Fayre on 21 November.</p> <p>Donations of jars, books, games, DVDs, toys, etc, are needed.</p> <p>SD to provide floats on the day of the Fayre for all stall holders.</p>	<p>circulated at the meeting, and also share on Facebook</p> <p>Please bring along any prizes for the raffle to the next meeting</p> <p>LW to check availability of kitchen</p> <p>LW/SC to contact PE Department re organising events for the Fayre</p> <p>LW to raise helping at the Fayre with 6th Form and designing a poster with Year 7</p>
10.	<p>Any Other Business:</p> <p>It was agreed that the PTA Website needed to be updated. LW to ask relevant member of staff to update it.</p>	<p>LW to contact IT to ask relevant member of staff to update the PTA website</p>
11.	<p>Date of Next Meeting: Monday, 7 November 2016, at 7:30.</p>	<p>Please bring raffle prizes for the</p>

		Winter Fayre to the meeting
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