

Abbey Grange Church of England Academy

PTA Meeting

Monday, 12 September 2016, at 7.30pm

Minutes

<u>REF</u>	<u>Notes</u>	<u>Actions</u>						
1	<p>Present: Mandy Bell, Sarah Loughman, Karen Simkins, Janet Bove, Marion Kemp, Sarah Devlin, Stephanie Cassidy, Theophilus Ocansey, Patricia Odame, Hilary Willing, Lynda Walker, Gloria Efezoikhae, Sharusha Nagulan, Tonia Cranston</p> <p>In Attendance: Linda Walker, Head of Pastoral Care, Abbey Grange</p> <p>Apologies: Karen Simpkins</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 (07.06.16) were agreed as accurate and matters arising were all covered in the agenda.</p> <p>Mandy Bell reported that the new parents evening in 21 June raised over £200.00 from the sale of refreshments and second hand uniform.</p>	Minutes agreed						
4.	<p>Treasurers Update: Sarah Devlin gave the update as follows:</p> <table style="margin-left: 20px;"><tr><td>Balance in bank</td><td style="text-align: right;">£3,104.11</td></tr><tr><td>Uncleared payments</td><td style="text-align: right;">£1,052.00</td></tr><tr><td>Balance in hand</td><td style="text-align: right;"><u>£2,052.11</u></td></tr></table> <p>The uncleared payments include £1,000 for the Hardship Fund, which was agreed by the PTA at the last meeting in June.</p>	Balance in bank	£3,104.11	Uncleared payments	£1,052.00	Balance in hand	<u>£2,052.11</u>	
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5.	<p>100 Club: Tonia Cranston 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</p>	Tonia Cranston to draw 100 club names and ask school to advertise and handover admin to Sarah Devlin						
6.	<p>Winter Fayre: Steph Cassidy will be organising the Fayre again this year, which was welcomed. The Fayre will be held on Saturday, 26 November and the hall is now booked.</p> <p>It was agreed that a note should be sent out to parents asking them to bring in any gifts suitable for the Fayre when they attend parents evenings this autumn. Steph will put a tub next to reception as well where parents/pupils can leave any items.</p> <p>Steph to send out information with regard to how much each stall had raised at the Fayre in 2015.</p>	Steph Cassidy to ask for note to be sent out re donations for the Fayre and set up tub at reception. Steph Cassidy to send out						

	<p>Winter Fayre to be put on agenda for next PTA meeting and members of the PTA can sign up for stalls and think about ideas for any new stalls as well.</p> <p>Request for PTA members to start collecting jars which can be filled for the sweet stall and also to ask 6th form if they can donate 50p for sweets or a chocolate bar.</p> <p>PTA members will be needed to set up the Fayre on the Friday evening before, from 5.00 to 7.00 pm and from 10.00 am on the morning of the Fayre.</p> <p>Steph Cassidy will promote the Fayre on the Abbey Grange Facebook page and also on the relevant school Twitter accounts.</p> <p>External stalls also need to be organised where a £15.00 charge will be made to stallholders.</p> <p>It was also agreed that half of any funds raised at the Winter Fayre this year should be donated to the school astro turf fund.</p>	<p>information re how much each stall raised in 2015 at the Fayre to PTA members.</p>
7.	<p>Requests for Funding: Request for additional funding from school re the 2016 Year 8 France Trip. It was agreed to donate £500 for the trip to enable some assisted places. It was agreed to keep this separate from the £1,000 already agreed at the last meeting for the Hardship Fund.</p>	<p>Request for funding to be actioned by Sarah Devlin, Treasurer.</p>
8.	<p>Any Other Business:</p> <p>Open Evening - Mandy Bell to ask Karen Simpkin to send out requests for volunteers from the PTA to help with refreshments at the Open Evening on 29 September from 6-9 and subsequent parents evenings.</p> <p>Raffles – Tonia Cranston to do the Christmas Raffle this year but will pass on Spring Raffle to Sarah Loughman. Sarah Loughman to help Tonia with the Christmas Raffle as well.</p>	<p>Karen Simpkin to send out refreshments rota to PTA members.</p>
9.	<p>Date of Next Meeting:</p> <p>Tuesday, 11 October at 7:30. The date of the March meeting needs to be changed as it clashes with another school event which some PTA members will need to attend.</p>	