



ABBEY GATES PTA MEETING MINUTES

17.10.2016 @ 7pm

Meeting Chaired By: Caroline Hopkin (Chair)

Attendees: Hannah Naphthine, Karyn Robson, Kerry Bosworth, Maria José Casas, Louise Skellington, Rita Ravis, Gill Smith, Lisa Roberts-Minto.

School representative: Keeley Bowell

Apologies: Jacq Holloway, Helen Boddice, Andrea Holland, Louise Tarrant, Claire Doherty.

Introduction/Welcome: Welcome from Chair and Introduction of attendees.

Last minutes approval/adjustment: First full PTA meeting.

Committee Reports: See Treasurers Report.

AGENDA

Item 1 – Minutes to go out to all Parents via Parentmail, Facebook and PTA page.

Item 2 – Review of Bubbles & Bingo.

Well supported, no negatives raised from the night. Remaining drinks rolled over to the next event and profit/loss for the event adjusted accordingly.

Next B&B night to have 1x raffle draw, an extra game of Sticky 13 (played by all on the night) and an extra game of Bingo. Raffle tickets and dobbers (dabbers) to be sold at the tables next time to ease congestion on arrival. Doors open time and 'Eyes down' time to be on tickets.

Such a fantastic event that some of our Parents who now sit on the Joseph Whittaker PTA are hoping to run a similar event.

Item 3 – Charity Status.

The PTA are hoping to obtain charity status this year. This will mean greater transparency with use of funds. The accounts will need to be published annually and all monies fully accounted for, with invoices and receipts required for every transaction made from the account.

PTA are now unable to allocate certain monies in the way that it has historically. The Head Fund, gifts and Classroom Contributions will be affected by this. Alternative solutions will be looked at.

PTA funds are to be used to benefit as many children as possible. A rolling programme for increasing the number of iPads within school to be discussed further at future meetings. Mrs. Bowell will feedback how many iPads school feel are required this year.

Item 4 – Quiz Night, 11TH Nov.

Kaye McGuire arranging the quiz questions. Event on at the village hall on the same evening, so unable to use the car park. Lots of raffle prizes being rolled over from Bingo night (thank you to



Louise O'Hanlon for the majority of these – sterling job!). Doors open at 7:30pm, with quiz beginning at 8pm. Setting up the hall from 7pm.

Glass hire from Morrisons, if required.

Action: Caroline to organise pies & peas, and to check stock of drinks and arrange top-ups. Liaise with Jacq Holloway re: glasses.

Item 6 – Christmas Fair, 25th Nov.

Carla has this under control! There are to be less classroom stalls and an increase in outside vendors. Parents to help run stalls as opposed to dedicated class stall allocation.

Action: Carla to contact PTA committee if she requires any further help and to update at the next meeting.

Item 7 – Nativity 5th, 6th & 7th Dec.

Serving tea, coffee and mince pies; as well as mulled wine at the afternoon performances. Gill Smith will lead and organise helpers. Possible online forms for DVD's, but school will be organising this. Requested that tickets be allocated per family. This will be discussed with Mrs. Cumberpatch.

Item 8 – Christmas Disco, 15th Dec.

Confirmation required that Foundation will not be attending. Keeley to check with Mrs. Cumberpatch and to Parentmail parents if this is the case. Nicola Owen to lead disco, with support from Helen Boddice and Kerry Bosworth. Usual stalls (Tattoo's, Nail Painting, Ice Pops, Lucky Dip, Food & Drink, Sweets & Cakes (to open 45 mins after start of disco). Possibly donated selection boxes for present given by Santa – TBC.

Further ideas for consideration:- Sweet vouchers to be bought with Disco ticket (by Parents).
To have 2x sweet stalls; one for KS1 and one for KS2.

Item 9 - Class reps. Parents to be approached to take on the role of Class Representative. This is for added communication and motivation of the Parents in each class. TBC once positions accepted and finalised.

Item 10 – May Ball, TBC.

Lisa Roberts-Minto to lead this event, with a team to support her. Provisional dates of 29th April 2017 or 6th May 2017. Venue to be researched, all local venues to be considered and compared.

Action: Louise Skellington will speak to her friend at Portland College to gain information and pass details to Lisa.

A.O.B/ Announcements: Feedback from Parents in F1, very happy with the new canopy!

Next Meeting Date & Time: Monday 14th November @ 7pm in the Community Room.



Immediate Action Table

Action	Owner	Deadline	Status
Charity Status	PTA Committee Members	Ongoing	
Organising Drinks & Food for quiz night.	Caroline Hopkin	11 th Nov.	
Continuing arrangements for Xmas Fair	Carla Beck	25 th Dec.	To be updated at next meeting.
IPad requirements	Keeley Bowell	Next meeting	
Nativity Organised and supported	Gill Smith	5 th Dec.	
Christmas Disco Arrangements	Nicola Owen	15 th Dec.	
Confirmation of Foundation's attendance (or not) at Xmas Disco	Keeley Bowell	Next meeting	
Class Rep's	Caroline Hopkin	Next meeting	
Contact Portland College re: May Ball	Louise Skellington	As soon as possible.	