



ABBEY GATES PTA MEETING MINUTES

24.3.2017

Meeting Chaired by: Lisa Roberts Minto (Vice Chair)

Attendees: Caroline Hopkin, Hannah Naphine, Andrea Holland, Kerry Bosworth, Karyn Robson, Helen Boddice, Nicola Fenning, Nicola Owen, Louise O'Hanlon, Susannah Wilson,

School Representative: Paul Summers / Kate Cumberpatch

Apologies: Gill Smith, Rita Ravis, Maria Jose Casas Ruiz

Agenda

Introduction Welcome from Chair and introduction of attendees

Approval/Adjustment of Previous Minutes Approved

Committee Reports See Treasurers Report March 2017 for summary (below)

Event Review

Race Night

Overall funds raised were good, based on numbers attending.

Tote being manned by the same people all night worked well and smoothly.

PTA to send out notification of funds raised by Parentmail, etc., in addition to the FB page so more Parents are aware. PTA to review later if Race Night is to be put into 2018 calendar based on funds raised.

Clothing Collection Placed on Agenda for next meeting

Up and Coming Events

General promotion of events, specifically for KS1 parents, to go in book bags when advertising events. Send out a basic explanation of what the event is about and advise what the event is raising money for.

PTA to review the way communication is sent out to Parent's (Social Media, etc.), to include as many Parent's as possible.

PTA to use Ravenshead Newsletter to promote both the PTA and the events, as and when they happen.

Event dates to be checked with National Calendar to try and avoid large celebrations i.e. St Patricks Day, etc.

Ticket sales for all events to remain with Music Room for consistency.

Disco

Easter Disco to be run in the same format as the Winter Disco.

Sweetie Cones under review. Louise Skellington doing a costing exercise to see if these are worthwhile based on costs. Crisps, Freddo's and Haribo's will still be sold as a separate entity on the same stall.



Spend Requests No new spend requests submitted at this time .

Trim Trail & Tree House: All current funds raised allocated towards the repairs of the Trim Trail and Treehouse. Current funds within the PTA should cover one repair. A spend request for this still needs to be submitted by school. **Action KC**

Updates

May Ball

10 tables sold 3 still available

Notification to go out to all for final ticket sales. Suggestion for Ladies/Men's Table only - "Struggling for a babysitter then come on your own" **LRM**

Raffle prize list being sent out w/c 27th March for Raffle ticket sales prior to the event. Raffle Ticket prices still to be decided and confirmed by the committee but will probably be £1 per ticket, minimum spend £5 **PTA**

Potential Prizes still to be chased - Kaye Mcguire Hotel Stay and Houses of Parliament Trip with Mark Spencer **KC**

Heads of each table will shortly receive Menu, Wine pre-order list with reduced drinks packages for multi buys, etc. and any further updates as and when available.

May Ball Poster to be arranged and put up around the school **LRM**

Bubbles & Bingo Date confirmed 09/06/17

Bingo Caller booked.

Raffle Prizes being sourced.

Ticket Price reviewed based on success of Race Night with a lot less numbers. Proposal to increase to £7.50 by including Hot Supper like Race Night. Louise O'Hanlon raised concerns that people would expect £5 the same as last time. Unanimous vote from the PTA members to increase to £7.50.

Louise O'Hanlon requested a further meeting with LRM/CH **TBC**

Review what else can be done on the night to increase fundraising potential. Further discussion to be had with Steve (Bingo) **LOH**

Possible Future Event's Moved to next meeting

Event Packs

Race Night: Event pack completed and submitted but amendment required to final figures. **ASH**

Quiz : To be completed. **PTA**

Bubbles & Bingo : To be redone following the June event. **LOH / LS**

AOB

Promoting PTA:

How to encourage new KS1 Parent's to support the PTA.

Page in the Planner to explain what the PTA is about.

Representative from the PTA to attend the F2 meeting to discuss the PTA and what they do.

PTA Newsletter which is due to go out 27/03.



Fundometer to be rotated round the school so it can stand outside each class once available to show funds raised, etc.

Sandwich board also outside Classrooms, again promoting the funds raised by each event

Charity Status

PTA have nearly completed the application for Charity status. Once achieved they will be reviewing potential funds, which can be obtained from this status. **PTA Committee**

Once obtained, we can approach local businesses to be their nominated charity of the year to help gain further funding.

Summer Fair

How do we spice up the Summer Fair? Suggestions to sell stalls to craft/artisan type sellers for them to be able to sell their own goods.

Sponsorship idea with Gascoines 'For Sale' type boards in gardens throughout the village, promoting both Abbey Gates Summer Fair and Gascoines themselves.

Relaunching of the 100 club with its own stall.

Mini Marathon

Helen Hegarty will again be arranging the Robin Hood Mini Marathon with the support of Natalie Thomson

Next Meeting Monday 24th April 2017 @ 1.30pm in the Art Room.



Abbey Gates PTA Meeting March 2017

Treasurers Report March 2017

Balance as of 24th March 2017	£4,074.26
Agreed Commitments to be Invoiced	
D.A.R.E.	-£510.00
Sub Total	-£510.00

Available funds	£3,564.26
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Notes

100 club balance excluded	
Agreed minimum cash / bank limit	£500.00

Available Funds Less Minimum Cash/Bank Limit	£3,064.26
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Event Analysis

Race Night	Income	Expenses	Profit	Prior Year	% Difference
	1,216.20	-391.06	825.14	N/A	N/A
Totals	1,216.20	-391.06	825.14	N/A	N/A

Clothing Collection Spring Term -£128.00