



ABBEY GATES PTA MEETING MINUTES

9.12.2016 @ 2pm

Meeting Chaired By: Caroline Hopkin (Chair)

Attendees: Hannah Naphthine, Karyn Robson, Maria José Casas, Rita Rivis, Gill Smith, Lisa Roberts-Minto, Clare Dunstan, Susannah Wilson, Helen Boddice, Nicola Owen, Sarah Manders, Nikki Sarkar.

School representative: Kate Cumberpatch & Kaye McGuire

Apologies: Louise Tarrant, Kerry Bosworth, Andrea Potts, Leanne Starbrook

(Agenda Item 1). Introduction/Welcome: Welcome from Chair and Introduction of attendees.

Last minutes approval/adjustment: Approved

Committee Reports: See Treasurers Report.

AGENDA

Item 2 – Treasurer’s report. See attached.

Events review:-

Quiz Night (PTA Committee) - Average amount raised based on previous years.

Christmas Fair (Carla Beck) – Best financially to date. Well executed with plenty of room for movement within the fair. The area outside of Santa’s Grotto to be cleared (piano, etc.), next year to allow queueing without it impeding people visiting the nearest stall. Kaye McGuire asked how much other stall holders are charged for their stalls at other Christmas fairs. To be looked in to for next year’s fair.

Christmas Cards (Nicola Owen) – Best financial year on Christmas Cards. The earlier the better for receiving the orders back. Definite improvement having them back before half term, however a little earlier would be even better. Kaye McGuire to note to consider this in September.

Clothing Collection and proceeds from **Mini Marathon** (Helen Hegarty) all donated to PTA.

Caroline Hopkin raised the question of having a clothing bin on the school premises to allow donations to be deposited in the bin at any time. Not really felt to be a convenient location for this. Alternative company to be looked into to gain more pence per kilo.

Nativity (Gill Smith) – total amount raised will be available at the January meeting. Great amounts of spending from the Grandparents (who particular seemed to enjoy the mulled wine!). All performances to be ticketed next year to allow for preparation for numbers of attendees.

Discussion surrounding a Grandparents Carol Concert performance, however, there are currently 40 spare tickets for the day performance so it is felt that an extra performance is not required.

NB. Raffle display greatly improved by the removal of the basket.

Item 3 – Up-coming Events

KS2 Carol Concerts (PTA Committee) – fully staffed by PTA helpers and set-up remains the same as the Nativities, (Tea, Coffee, Mince Pies, Mulled Wine, Raffle, etc.).

Disco – DJ booked (Date for Easter disco to be mentioned to him for booking 30th March 2017). Issue with music lessons being disturbed by DJ bringing equipment through to the hall and also with PTA cupboard needing to be accessed for set-up.



Claire Dunstan has volunteered to be a tattoo applicator and will bring in glitter tattoos. The additions to the usual set-up for the Disco will be:-

2x food stations

2x sweet stations

Tattoos and nails to be moved to the Year 3/4 reading area to allow greater access through the music room.

Raffle tickets and disco tickets to be sold together, as well as raffle tickets being available for purchase at the disco.

Volunteers to wear something festive.

Action: Kaye McGuire/Kate Cumberpatch will speak to the Music teacher about possibly moving the lesson, currently at 2pm.

Helen Boddice will send out the reminder Parentmail for cakes and volunteers.

Karyn Robson will order 2x bins from Gedling Council

Lisa Roberts-Minto will design posters for food and sweet stations.

May Ball (Lisa Roberts-Minto) – Main points for Ball are value for money and experience. Recommendation from committee is for Forever Green to be used as the venue. Lower spend per head, Venue open to negotiating drinks prices and packages. No objections to this venue from those present.

Date of 6th May 2017 currently being held – Lisa will confirm with venue.

Item 4 – Possible Events for 2017

Bubbles & Bingo - definitely to be held again due to the success (and fun!) of the last event.

Film/Family Night – there has been a decline in the popularity and attendance of the Film Night.

Very difficult to organise a film that is attractive to all ages within the school. Possibly to be replaced by Karaoke instead. All agreed by those present. Possible date of 27th January 2017.

Action: Caroline Hopkin will look into the karaoke hire, etc. **Event TBC.**

Claire Dunstan proposed Children's Bingo. This will be discussed at a future meeting.

Item 5 – Spend requests

From Caroline Hopkin for a 'Fundometer' – Perspex tube with lid and a base with wheels, that can be added to when events have made profit. Possibly using milk bottle tops saved and brought in by the children. £75.97 for production of this, with £12.50 delivery. Voted through by those present.

Kate Cumberpatch also put forward a spend request for PTA funds to cover the employment of Mr. Martin as a Sports Coach from September 2016 – April 2017, as funding which had been expected and allocated to cover this cost; had then not been received by the school. This was discussed by all those present and it was felt that Mr. Martin is a benefit to the entire school (all years, all pupils) and as such is a very worthy use of PTA funds. Voted through by those present.

Action: Karyn Robson to check that this is allowed within the PTA UK constitution.

A.O.B/ Announcements: Wonderful thank you letters received by the PTA from the pupils in Year 6 for the provision of their Leavers Hoodies (see attached examples).

Next Meeting Date & Time: Friday 20th January 2017 @ 2pm in the Community Room