



argaret's C of E Primary School

## Parent Teacher Association

The Mardens, Ifield, Crawley, West Sussex RH11 0AQ  
Registered Charity No. 1071839

Chairperson : **Amy Wadey** (amy.l.wadey@hotmail.co.uk)

# MINUTES OF THE ANNUAL PTA AGM

Held on 29<sup>th</sup> September 2016

In the School Hall

### Present:

NAME	CHILD IN YEAR	NAME	CHILD IN YEAR
Jill Hine (Head Teacher)		Katie Hunter	4, 1
Amy Wadey (Chair)		Claire Riley	1
Natalie Saunders-Neate	1	Naureen Chaudry	Nursery
Laura Mackeen	1	Rebecca Daniels	1
Kelly Pearson	R	Emma Lincoln	R
Sarah Dempster	N, 3, 5		

### Apologies:

### WELCOME

- The Current chair Amy Wadey welcomed everyone and introductions were made
- Amy thanked Mrs Hine for her support during the previous year

### TREASURER UPDATE

- We started in September 2015 with a balance of £2839.03 and ended in July 2016 with £10,511.60 so it was a very successful year of fundraising.
- All agreed to give the school £5000 which Mrs Hine would like to spend on Playground enhancements and a historic timeline.
- £100 to restock kitchen including some children's aprons.
- Broken Gazebo to returned.

### NOMINATIONS AND COMMITTEE

- There was only 1 nomination for the role of Chairperson which was our current Chair Amy Wadey, who agreed to continue in the role, and everyone approved.
- Claire Riley volunteered as Vice-Chair and everyone approved.

- Katy Hunter was nominated and approved to continue in her role as Treasurer.
- Claire Roadley stepped down as secretary and Natalie Saunders - Neate was nominated and approved as the new Secretary.
- Sarah Dempster nominated for the new role of publicity officer
- We need 6 official Trustee Members who must attend at least 3 PTA meetings per annum. These include Laura Mackeen, Rebecca Daniels, Claire Roadly, Stacey Demir and Lynne McAdam
- Event Management role – All agreed that this would be on an adhoc basis per event.

## **THE YEAR AHEAD**

### **1) November School Disco**

- Amy has contact the DJ from last year who was a huge success and is waiting on confirmation for either the 10<sup>th</sup> or 17<sup>th</sup> November 16h45 to 17h45 and the second from 18h00 till 19h00.
- Reception children will not attend until the Summer Disco.
- Tickets will be sold at £2.50 and will include squash and sweets.
- Glowsticks etc will be sold again
- Agreed to stop cakes as its too messy
- Second Hand uniform will be sold, clean uniform only. Any uniform that needs washing will be sold at the Summer fair. Rebecca has offered to wash the uniform.

### **2) Christmas: Santa's Grotto**

- Amy has contacted Santa to check on his availability for the 6<sup>th</sup> December, 3.30 – 6/6.30
- Amy to check state of Sleigh, if it needs repainting then Claire Riley has offered to pick this up.
- PTA to look for alternatives for next year
- Amy to confirm price of grotto tickets
- Presents discussed, PTA to report back on ideas at the next PTA meeting. Cost should be below £1, 70 boys and 40 girls approx.
- Rebecca has offered to wrap the presents
- Emma has volunteered to sell tickets to Reception

### **3) Christmas Shopping Evening**

- A date has been agreed for the diary of 1<sup>st</sup> December from 19h till 21h00.
- We will aim for around 20 tables.
- Amy will contact stall holders from previous shopping event
- Agreed that Alcohol should be sold
- Discussed having a donation bucket

### **4) Christmas Hampers**

- The year group hamper competition is extremely popular and raised a lot of money for the PTA funds so it was decided we would run this again.
- More volunteers needed to sell tickets at the shopping event
- Donations to be bought in during non-school uniform day Monday 28<sup>th</sup> November

The themes of the hampers are as follows:

Nursery	Bedtime
Reception	Disney
Year 1	Arts and Crafts
Year 2	Pamper toiletries
Year 3	Sweets and Treats
Year 4	Sports
Year 5	Bake Off
Year 6	Bottles

#### **5) Valentines School Disco**

- The Valentines' disco dates will be decided at the next meeting

#### **6) Easter Raffle**

- Easter egg donations from teachers should be in by 27<sup>th</sup> March, raffle to be drawn 7<sup>th</sup> April

#### **6) Summer Fair**

- We agreed to set the date for Saturday 17 June 2016.
- BBQ should be gas to save time, food should be ready for when fair opens
- There will be some selling stalls and pocket money stalls
- Connolls will advertise more heavily if given more notice

#### **8) Fill the bag**

This was briefly discussed again so Claire Riley will contact clothes charity

#### **ANY OTHER BUSINESS**

- Love in a box. There was a discussion around whether Love in a box could be promoted by the PTA. Amy stated that this would be something better discussed by the school council. Natalie to send Mrs Hine the details.

**DATE OF NEXT MEETING – Wednesday 13 October 2015 at 7pm in the school hall.**