

Minutes
PTA (FACES)
Ellingham (Church of England Aided) First School
Charity number: 1069014

3pm 25th January 2015

Present:

Mrs Diane Lakey (DL)
Mrs Kay Wilkinson (KW)

Clare Horner (Chair) (CH)
Laura Togher (LT)
Katy Rutter (KR)
Lisa Craig (LC)
Rach Douglas (RD)

Apologies: Claire Manners, Kate Cairns, Celia Baker-Cresswell, Kate Morton, Rob Barkess, Helen Sutherland, Kathy Davies

Item	Action	Delivery date
1. AGM – Mrs Lakey approved and signed the report for the AGM The AGM report will be emailed to the PTA circulation list, and CH will forward to KD for uploading to the school web site.	CH	Jan '16
2. PTA Meeting		
3. Introduction from the Chair Clare welcomed everyone, thanked them for attending.		
4. Approval of Minutes Monday 9 th November 2015 Minutes of meeting were approved by Kathy Davies. No amendments made.		
5. Finances & Financial Report For the 2014/2015 period there was a final balance of account of £3390.03. As discussed in more recent PTA meetings, we are looking to retain the balance as much as possible, and build on this amount, with a larger fundraising initiative to support the school in the purchasing of equipment to prepare for the new Primary School status in September 2016. The Xmas Fayre and Xmas Stall at the Xmas Play made £752.50 profit. Interestingly, the takings for the Xmas Fayre were almost identical to the previous year in almost all of the stalls. It was agreed by the Committee and the School that the alternative venue was worth using again in 2016, it was much easier for the staff, and with potential use of external gazebos (weather dependant) for kids messy play / games. There were a number of additional village visitors, and only one complaint about the car parking. The account balance on 2 nd October was c£3390.90.		

Current account balance is £3987.10 .		
<p>6. Staff Wish list</p> <p>Mrs Lakey confirmed that in anticipation of the move to a two tier Primary School, it may be prudent to reserve the PTA funds for unexpected costs for school materials / equipment, given the pressure on the school budget should building / expansion works be required.</p> <p>However, to celebrate the 400th Shakespeare Anniversary, Mrs Lakey is looking into the costs / logistics of a visiting theatre company (West End in Schools) who visit the school, conduct workshops and work with the children to put together a short performance. It was agreed by all attendees that this is something the PTA would support. DL to confirm more details.</p>	<p>All</p> <p>DL</p>	<p>Feb '16</p>
<p>7. Spring Term Disco - Easter</p> <p>The proposed date for this is Friday 18th March 2016.</p> <ul style="list-style-type: none"> - LC to confirm if DJ is free - KM to confirm if the Bamburgh Pavillion is free. - RD to collect hot dogs & drinks from Bookers (with a donation from Bookers) - CH to get a letter from the PTA / School to confirm that the donation is for a fund raising event for Bookers. - Flyers & tickets for advance sale. Only £1.00 entry. Fundraising on food and drink and other activities. - Requirement for buns – Trotters need to be approached for discount - Previous volunteers include Laura Gibson / Ailsa Woods / Laura T / Lee Wilson - Face painting / Easter theme activities all to be arranged – any ideas / volunteers please shout! - New fundraising sponsored event – Dad's Leg Waxing Challenge. Linzi Sheil has offered to carry out the waxing (we need a pro for this – no DIY efforts). Sponsorship will be raised in advance through a new justgiving web site (to be set up very soon for the New School Hall Fundraising). Any male volunteers welcome for this. Donations can be collected at the event too. We have three willing participants already! 	<p>LC</p> <p>KM</p> <p>RD</p> <p>CH</p> <p>CH</p> <p>??</p> <p>ALL</p> <p>ALL</p>	<p>Jan '16</p>
<p>8. Your School Lottery</p> <p>This has started successfully, with a number of winners already. School donation received from YSL was £21.40 in December alone.</p> <p>We now have a Small Society licence to sell raffle tickets in advance of any of our fundraising events.</p> <p>Action for all is to share the scheme with friends and family. 40p in every</p>		

<p>£1 is donated to the school. With guaranteed prize every week within the school community. PLEASE SHARE WITH FAMILY & FRIENDS. Average winnings are c£10 each week.</p>	ALL	
<p>9. New ideas for events</p> <p>We all agreed that a fresh approach to fundraising was required, to take the emphasis of the same few people planning and organising events.</p> <p>Given that we need to ramp up efforts for the New School Hall Fundraising, a move to a series of sponsored events was the way forward. Events which appeal for wider sponsorship through a justgiving web site - to anonymise donations for pupils and through a collective pupil, staff, parent body activity. Fun, health promotion for all, developing a sense of achievement & developing confidence were all themes we thought were important.</p> <p>Events planned are:</p> <p>Dad's Leg Waxing Challenge – 18th March 2016 tbc Perfect for an audience at the school disco – sponsorship in advance – donations at the event. Any willing volunteers to contact Katy Rutter / Clare Horner</p> <p>'Ellingham School Swim the Channel' – w/c 11th April 2016 – through the school swimming session and parents / carers / friends of the school swimming and logging their distances over the week. We aim for everyone collectively to swim a total of 24.8 miles (1642 lengths). Yes, it can be done..... if you can do 10m / 100m / 1000m every little bit will help! Any competent swimmers who may be able to log a mile or two please step forward also!</p> <p>The children will do their own distances in lesson time, and out of school if they wish. Adults will be able to log their own distances in their own time. We can plan a group ladies session on the Thursday Ladies only evening at Willowburn on the 14/04/16 for a group effort (mutual support & drinks after!), and the fellas can join in after 9pm or on any other day (or we could arrange a night for the gents too!). We will be in touch nearer the time with detailed plans. Laura Togher and Clare Horner will plan this event.</p> <p>With a justgiving web page we can target corporate sponsorship through PR of the event.</p> <p>Car Boot / Table Top Sale – Seahouses Hub Sunday 29th May 2016 9am – 1pm. LC is developing plans for this. This event can be open to the public</p>	<p>ALL</p> <p>ALL</p> <p>ALL</p> <p>ALL</p> <p>LC</p>	

<p>for stalls also. We would make money on table charges & refreshments, with a minimal £50 charge for the venue. We will be in touch very soon for volunteers for refreshments and door. If you would be interested in taking a table / boot space we will send out information soon.</p> <p>Sponsored Beach Walk – late June / early July We propose a beach walk from Seahouses to Bamburgh, late summer term, for all friends and family of the school, and all ages. This would not be a race – but a fun walk & picnic.</p> <p>We need someone to pull together this event, but planning can start next half term.</p> <p>Coming up in Autumn..... Ceilidh / Bingo / Cheese & Wine night...any more ideas.....</p>	ALL	
<p>10. Bag Packing Aim to contact Aldi / Lidl to do bag packing for fund raising but also to aim for donation from the supermarket for drink / snack supplies for the Beach Walk. LT to approach the supermarkets about this.</p>	LT	Feb '16
<p>11. AOB</p> <p>Facebook – working very well as a way of keeping in touch. Thanks to Kate Morton for setting the page up so quickly.</p> <p>First Aid Training – thanks to RD, we now have a volunteer to conduct this training. Martin Spruce (Seahouses First Responder) will run a Heart Start and CPR training for 2 hours in an evening, which will cover new CPR rules and training in Defibrillators. Donations would be sought for attendance. CH to send an email / FB note to seek interest, and a mutual date agreed.</p> <p>DL to seek ideas from the School Council for fundraising ideas for the New School Hall Fundraising Plan.</p> <p>We have a small amount to spend at Usborne Books from Xmas Fayre donation – CH to send link to KD to select a book or two.</p>	<p>CH & RD</p> <p>DL</p> <p>CH</p>	<p>Feb '16</p> <p>Feb '16</p> <p>Jan '16</p>
<p>Next Meeting Suggested date Monday 18th April 2016 3pm. All parents and staff are encouraged to attend. CRECHE WILL BE AVAILABLE</p>	All parents	