

## **PTA Minutes: 18<sup>th</sup> January 2010**

Present: Pete Mountstephen, Sophie George, Sarah Quarren-Evans, Avril Prescott, Maria Smith, Rhiannon Davies, Clare Cutting, Catherine Bailey, Annie Meharg, Mandy Adams

Apologies: Carol Foster, Caroline Healy, Gina Clamphill-Dixon, Anya Seagger, Jane Tucker, Phillippa Watson, Mary Jane King, Louise Flynn

### **Treasurer's Report:**

Cash book balance is £15615.50 at 18.01.10. Bedtime Story raised £313.58. Finalised profits from the Table Top sale are £197.83. Christmas Ball expenses still to be paid, may leave a very small profit. Christmas Fair profit to be finalised, but will be over £3000. Avril presented a full breakdown. The Atse Bekafa Stall raised £64.38, Avril suggested we round it up to £70 and this was agreed. Payments were made for Musical microphones, the Margaret Patrick Memorial, Library cushions and Sports clothing for 1 pupil. NCPTA Insurance was also paid this month.

### **Requests for Funding:**

Pete explained that he would be requesting approximately £5-10,000 for the Spiritual Garden. This will incorporate the Quiet Garden and Gazebo and will be approximately 25% larger. The plans are being drawn up, but will need to be seen and approved before a funding request is made.

### **Review of Recent Events:**

*Talent Night:* Successful evening raising a similar sum to last year, despite the extra cost of the food. It was noted that having Waitresses/ers was appreciated by the audience and contributed to a smooth flowing evening. There will not be a Talent Night this year.

*Christmas Fair:* Thanks were extended to Annie and her committee for organising the event. Profits were up on last year and it was noted that in 2008 tea towel sales had contributed a large sum to the profits for that year – so an outstanding result. Thanks also to Sally & Damien Enright and their team for raising £404.25 with Paninis.

*Parents Christmas Party:* Agreed that this event should be repeated even though it is not a fundraising event. Tickets to state finish time to avoid disappointment.

### **Forthcoming Events:**

Quiz Night 22<sup>nd</sup> January: Co-ordinator Phillippa Watson.

Sold out. Richard has written the quiz, Stef is doing the food and Maria and Phillippa are running the bar.

Ceilidh 26<sup>th</sup> March: Co-ordinator Clare Cutting

Band is booked. Bar to be run by Anya and Joffe, snacks to be on sale too. Max capacity 120. Ticket price to be decided after costing.

Easter Egg Hunt Monday 29<sup>th</sup> March: Co-ordinator Jane Tucker

As this will be Jane's last year, it was suggested that someone shadows her to see how she organises the Hunt. Clare volunteered and Carol to be approached too.

**New Event Ideas:**

- Y4 and Y5 evening event – after discussion, suggested Line Dancing. Sarah and Sophie to co-ordinate. Date: Thursday 22<sup>nd</sup> April.
- Christmas CD/Individual Christmas Cards: after discussion, possibly include in the parent questionnaire. To discuss again in the summer.
- Summer Fete: Agreed that we would have a traditional fete this summer. Catherine Bailey kindly offered to co-ordinate this with a committee. Date to be confirmed, probably late June.
- Summer Ball: Sarah and Sophie will cost a 'Casino Royale' night at the Racecourse.
- PTA Questionnaire: Draft discussed. Sophie to make some adjustments and circulate to parents soon.

**AOB:**

1. Carol Foster investigated the possibility of a St Stephens Facebook page, but concluded it was not viable.
2. Rhiannon had received a suggestion that the Y2 playground could do with brightening up, possibly something similar to the Hopscotch area. Pete to cost.
3. Rhiannon suggested replacing the PTA noticeboard at the front of the school with a watertight one. Pete to provide Sophie with cost and supplier.
4. There will be a second hand uniform sale this term. Julie Beale and Catherine March-Smith to confirm date.
5. Cake Sales: Rhiannon to draw up a timetable and contact Class Reps regarding the new arrangements.
6. Avril requested that the 'Buy@' website be given greater prominence on the St Stephen's website. Pete to approach Dennis Tibwitter.

Date of Next Meeting:

**Monday 1<sup>st</sup> March 2010**  
**7pm**  
**Staff Room**

