

Our Lady and St. Edward's PTA
Lightfoot Lane, Fulwood, Preston, PR2 3LP

Minutes from Monday 9th September 2019

Present:

Vicky Haslam (Chair), Sarah Kelly, Karen Woods, Joanna Fox, Kate Simmons, Kimberley St Vall, Fiona Keppler, Courtney Barrett-Cornall, Jenny Dewhurst

Apologies:

Celine Salisbury, Nichola Verstraelen, Rachel Appleby, Lucy Willis, Nicky Kippax

Minutes of Previous meeting

The minutes were approved as a correct record.
Actions from previous meeting were all closed.

Chair's Report

V Haslam thanked everyone for their support in the Summer Term activities, particularly with the last minute summer fun morning in school which was a huge success.

Discussed the current roles held within the PTA and all members agreed to stay on in their current positions.

Head teacher's Report

Mrs Woods also thanked everyone for their ongoing support. The Duck Race, Sports Day, Fun Morning and Confirmation/Communion breakfasts were all a great success.

Treasurer report

Starting balance 4th June: **£4,158.30**

Plus net income from Duck Race (£127), Nativity DVD Sales (£72), Easter Play DVD Sales (£45), Summer Fun Day Takings (£1,079.30) and Easy Fundraising Donations (£59.04)
Total = £1,382.34

Balance = £5,540.64

Less expenses for Induction Evening (£47.19), Hoodies for Year 6 (£155), Holy Communion Cakes (£27), Confirmation & Communion breakfast items (£57.35), Float and items for Fun Day (£370.28)

Leaves the PTA Account Balance at **£4,883.82**

Future potential spends are as follows:

- PTA Contribution to Willow Weave
Bark Replenishment – approx. £900

Events Calendar

- Agreement to send out a survey to all Parents to enquire as to what future events they would like to see at school.
- Cheese & Wine night – 27th September – Booked with Mick Gould by Kimberley during the meeting
 - Tickets to be sent out with newsletter
- Cake Sale – Monday 14th October
 - Year groups to be confirmed by Nicky
- PTA AGM – Tuesday 29th October at 7pm
- Children’s Christmas Party/disco night – date arranged: Thursday 5th December
 - Sweets & Glowbands stock to be checked and ordered accordingly
 - Sarah K to contact DJ
- Christmas Party day in school – Wednesday 18th December
 - Sarah K to order sweets for Father Christmas
- Christmas Fun Morning in school – same format as Summer Fun Morning – date TBC
 - Request from parents that the funds of this be raised towards a new Athletics Kit for the school
- Christmas Fair – Sunday 1st December 2pm – 5pm
 - Meeting to organise fair Monday 14th October 7pm
 - Requests for Sellers to go in PTA Newsletter - £10 table charge
 - No entry charge for families
 - Non-uniform to be arranged in November to donate Tombola prizes – Nicky to send out on school app
 - Stalls and Carols (new Choir to perform and carol sheets to be given to families)
- Potential Event: As the Pantomime at Guild Hall is not taking place this year, look into getting a theatre company into school to perform. Mrs Woods to speak with two potential theatre groups one is “M&M Productions”

Any Other Business

Next meeting is the AGM – wine and nibbles to be provided at the meeting and this to be added to the PTA newsletter.

Actions Summary:

Cake sale year groups to be confirmed	Nicky Kippax
Sweets for Christmas Party day to be ordered	Sarah Kelly
Christmas fun morning in school date to be agreed	Karen Woods/Nicky Kippax
Speak to potential theatre groups – alternative to	Karen Woods/Vicky Haslam

panto	
Book DJ for Christmas disco night	Sarah Kelly