

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

Minutes from Monday 2nd March 2020

Present:

Vicky Haslam (Chair), Nicky Kippax, Theresa Wilkinson, Lucy Willis, Kimberley St Vall, Courtney Barrett-Cornall, Jenny Dewhurst, Kate Simmons.

Apologies:

Karen Woods, Celine Salisbury, Joanna Fox, Nichola Verstraelen, Rachel Appleby, Fiona Keppler, Sarah Kelly.

Minutes of Previous meeting

The minutes were approved as a correct record.

Chair's Report

Cinema Night

- V Haslam thanked everyone for their support with the Cinema night, which went very well.
- N Kippax added that in future it may be possible to have two films within the one booking to show a film earlier aimed at the younger children and later aimed at the older children. It would be the same price for the booking, the additional cost would be in the two film licences.
- T Wilkinson mentioned it would be nice to invite St Marys & St Andrews to the event too, all agreed this would benefit the nights profit and build on the relationship with the school.

Cake Sale

The Reception and Y3 cake sale was very successful, with a great effort of homemade treats being baked.

PTA Spending

- Notice board – a price was received for an external bespoke timber notice board sign, but all timber structures are having to be replaced throughout the school as they are becoming rotten over time. N Kippax is currently gathering costs for a metal bespoke sign from a company the school has previously used.
- Sports Kits – The PTA agreed to provide the funds for the school to purchase new sports kits.

Head Teacher's Report

N Kippax thanked everyone on behalf of K Woods for their ongoing support and for the help during the cinema night and cake sale.

Treasurer Report

- Starting balance 7th January: £6,399.73 (£2.37 bank interest) **Totalling £6,402.10**
- Plus net income from Cinema night sales (£440.00) & Cake sale (£151.25) Total = £591.25
- **Balance = £6,993.35**
- Less expenses for DVD & Sleeves (£6.50), British Red Cross Australian Bush Fires (£151.25) and Cinema Night sweets & drinks (£25.60) Total £183.35
- Leaves the PTA Account Balance at **£6,810.00**

Actions from Previous Meeting

- Non-Uniform Day 20th March, children will be asked to bring a chocolate item for hampers.
- Chocolate hamper preparation 24th March, helpers required for making up the hampers, variety of sized hampers to be made up.
- Easter Bingo on 27th March, V Haslam to organise Pizzas, Pizza Hut will deliver, Helpers required to set up event, on entrance door/additional bingo card sales and to tidy up after event. Bar will be open before event starts and during pizza time only; to allow helpers to sit with their family and enjoy the event.
 - Double check we have enough Bingo cards.
 - Dabbers are to be purchased for the event.
 - Bar will be sorted through Mr & Mrs Moore,
 - N Kippax to check what soft drinks are available (J2O and Fruit Shoots are required)

Events Calendar

- Non-Uniform Day – Friday 20th March
- Chocolate Hamper Preparation - Tuesday 24th March
 - o School Hall
 - o Time tbc
- Easter Bingo – Friday 27th March
 - o School Hall
 - o Time tbc
 - o Ticket price tbc
- Duck Race – date tbc
 - o Net required for event
- Summer Festival – date and time tbc

Any Other Business

- Duck Race – any pictures to be sent through to N Kippax who will put them on the newsletter to advertise event. K Simmons could design a poster for the event if required?
- Summer Festival – to have a separate meeting to organise.
- All PTA members to ask for ideas / suggestions for Summer Festival within year WhatsApp groups prior to next meeting.

Actions Summary

Purchase External Notice Board	Nicky Kippax
Purchase Sports Kits	Karen Woods & Nicky Kippax
Book Pizzas for Bingo Night	Vicky Haslam
Check Quantity of Bingo Cards	
Purchase Dabbers for Bingo Evening	
Check Soft Drinks for Bingo Evening	Nicky Kippax
Send through Pictures of Duck Race	All
Poster for Duck Race	Kate Simmons
Ask for suggestions for Summer Festival	All

Date of Next Meeting

TBC by Mrs Woods as not present at the meeting.