

Welwyn St Mary's Primary School
PTFA Meeting On
Tuesday 9th September 2014 at 7.30 pm
In the Staff Room

Present

Donna Clarke, Louise Riley, Katie Mitchell, Gila Avniel, Mary Westley, Jacquie Pumpfrey, Julie Noakes.

Apologies Emma Blagden, Steph Dew, Jane Coates, Caroline Spencer, Natalie Payne, Jilly Crosby, Vicky Beare, Rachel Davies, Rosemary Beechey, Lisa Wharton, Rose Maltby, Angela Bonner, Faye Collins, Gila Avniel, Tamsin Brunson, Caroline King, Finola Griffiths, Alison Tey, Caroline Guy, Becki Randle & Nathalie Bastos-Martin.

Minutes of Last Meeting

Jess – Children's Zumba – We have a new Zumba teacher who is currently running a club at the school for children, we will approach Vicky spring 2015 regarding a possible fundraiser.

Past Events

Donna Clarke advised she had received great feedback around the end of term **BBQ** and wanted to record what a fantastic job Rachel and the team did. Many felt the quad was more social and also those organising agreed it was easier to run on the night also. It was noted that we need to be mindful next year whether we use the quad or nature reserve that we consider a "First aid station" so people are aware where to obtain first aid items if required. It was also noted that the tickets next year will need a reminder around the parent's responsibility of their children as it was felt not all children were with an adult and we have to ensure the children's safety at all events. Mary advised the end of term **Disco** was well received and the DJ in particular was very good with entertaining games. Donna confirmed the same company are booked for the next 3 Disco's. **Leaver's books** were well received and it was discussed if the PTFA could arrange the leaver's jumpers next year with a small profit to be made? **Ice-Cream** sales were arranged by Janine Kess towards the end of term and were very popular, Janine has now moved to America and we need to find another person to organise these sales are they will be sadly missed come summer months. Janine also donated the cooler boxes she used to store the ice-creams at the sales. Donna will send a mail out asking if anyone would be willing to take the responsibility of the Ice-cream sales.

Future Events

AGM on the 24th September, Donna to send a mail out asking for "nibbles" donations for the evening, PTFA to supply wine, Donna to send separate letter to the office to forward onto staff, governors and new reception parents and also the new parents who have joined inviting them to the meeting. **Christmas Fair** – Core team – 2 parents have agreed to take the organisation of the fair, Donna will be helping with any admin they require and will help with a full handover. Julie Noakes has also offered to help with any queries they may have around arranging the rota. It was also noted that Julie has a Christmas Fair banner which is stored at home, each year Julie has it on her fence to advertise. Donna to advise the team in her handover.

Treasurer's Report

Income received in the last year (Sep 13 – 1st Sep 14) was £30,699.61, with expenses of £13,889.84 leaving a profit £16,809.77

So far we had spent £17,365.19 with a further £457 committed.

With the agreed cash reserve left in the bank, there is currently a further £6.252 left to spend.

Head Teacher's Report and Wish List

Table Tennis tables x2 required in the KS2 playground, Mrs Westley and Mrs Tucker will look in prices but the PTFA agreed to fund these tables as they are extremely popular in the playground and we currently only have 2 tables.

Mrs Westley would like to introduce a “lego workshop” day or possibly 2 all depending on the running of the workshop. All agreed this would be a great “Fun” day for the children and the PTFA would like to fund this as it was felt parents would great fully receive funds going directly to the children in such a fun memorable way. Only an approx. price was mentioned at this stage (£750)

It was also agreed that we would continue to pay the renewal of the First News subscription £385

Other item agreed to fund was the purchase of new School Council badges (approx. £23.19)

Any other Business

Mary Westley thanked Donna & Gila for all their hard work over their time on the PTFA not just from herself but all staff and colleagues. The enthusiasm and commitment from both has been outstanding.

Donna advised Gila that the cheque from Mitsubishi received last term was kindly donated by Tracey Anderson.

Donna to speak to Steph regarding Movie night and ladies night plans for 2015.

Donna advised that the Newsletter has now been handed over to Natalie Payne and the website updates will be handed over this week or next to Annie Ragless, Donna advised all are to speak to both Annie and Natalie with any adverts for events they are organising.

Donna advised the chair post is still vacant and will continue to find a replacement.

Donna also asked for anyone who organised an event between April-June to email the magazine editor with a short write up about their event and include pictures where possible. It was also noted that Isabelle the current editor & also a couple of the team will be standing down in June as their children leave the school, we need a new team to take the responsibility of running the magazine. Mrs Westley agreed to include the vacant position in the schools newsletter as the magazine is an important means of communication to all families. We also have many local advertisers in the magazine.