

VICTORIA PRIMARY PTA
COMMITTEE MEETING
MINUTES 5th OCTOBER 2010

Present:

Mike Salmon (Co-Chair), Cath Newman (Treasurer), Sue Stafford (Secretary), Simon Husband (Deputy Headteacher), Aneesa Najjar, Laura Halliwell, Beccy Connor, Melanie Davies, richard Hopkinson, Elaine Edwards, Susan Coffey, Liz Hardess, Chris Hardess, Jo Humphrey's, Mandy Barrington, Cheryl Lannon.

Apologies:

Tina Taylor (Headteacher), Debbie Holman (Publicity Officer), Llywela Wilson, Stacha Asprou.

Chair:

Mike welcomed all to the meeting and introduced himself to us, explaining he has a child in reception and he works at Cardiff University.

Head Teacher:

Mr Husband asked if the PTA would fund a junior trip to see The Wind In The Willows at £5 per child. This was agreed.

Treasurer:

Cath reported that she has submitted the yearly accounts to the Charities Commission and gave a brief outline of events held, expenditure and funds raised. She informed us that the check given to Asthma UK, in memory of Hannah French, had been cancelled and re-issued. Cath explained briefly to Mike about the Charities Commission and that he would need to be a co-signatory for the PTA bank account. She noted that Anita Valji has agreed to apply for the £4£ scheme with Barclays Bank again, for the Christmas Raffle but that this would be her last year, so we would need to find other parents who could apply for this scheme. Mel suggested informing parents of specific projects funds were being raised for.

Action: Sue to publicise funds raised for IT Hardware in newsletter and appeal for support for £4£.

Garden Update:

Susan Coffey reported that the garden work has stalled over the summer due to the work on the house. Mrs Gooding has told her that the nursery are starting to use the garden already. We have received a £400 grant from BATS and more from the Summer Fayre but we still need more for the Greenhouse and more volunteers to continue the work. There are plans afoot to organise a Gardening Club for the children and this was deemed a great idea. Susan would like to hold a fundraising event specifically for the garden. This was discussed and agreed that a 'Grand Opening' would be a good opportunity to publicise and raise funds at the same time. There will be a meeting for anyone interested after school on Friday 15th October. There is to be a cake sale on this date also. It was agreed to donate proceeds from this sale to the garden fund. Mike also offered to investigate funding from Cardiff University.

Action: Sue to publicise garden meeting and cake sale in next newsletter. Mike to enquire at University.

Christmas Fayre:

Sue distributed a copy of the stall list for 2009 noting that Kirsten and Rachel would run a craft stall this year. Jo told us that Nic Rotherham is willing for us to hold our Jolly Jar making night at her house again. Cheryl suggested a possible creche for younger children of helpers at the Fayre. Liz suggested a panning for gold and rock stall and it was agreed that this would be a good idea for the Summer Fayre. There was also a brief discussion about christmas cards and calendars and suggested that this would need to be organised at the very start of the Autumn Term. Mrs Halliwell agreed that the choir could open the Christmas Fayre as a preference to waiting until later on. Sue offered her husband to print the raffle tickets again and the cash prizes of £50, £30 and £20 were agreed. A staff hamper was also suggested as a prize and deemed a great idea. Chris offered to find other prizes.

Breakfast With Santa:

Cath reported instead of party bags she has purchased selection boxes for children this year. Mel will liase with Cath as she kindly offered to take over as organiser for this event next year. Liz unfortunately is unable to take photos this year. Mel offered to ask friend Sian if she could do them. It was agreed to keep price of tickets at £2.50. Aneesa will organise children to visit local food shops (ie Sainsbury's) to ask for donations. Mel mentioned that Starbuck's offer free coffee to local charity events and will investigate. A limit of 160 children was agreed. Mel suggested sending out requests ASAP.

Action: Aneesa to get supplies. Mel to contact Sian about photos + Starbucks. Sue + Cath to compile ticket requests.

Bingo Night:

Chris kindly agreed to run this event again in the new year as there have been many requests for another after the success of the first one.

Action: Mr Husband will liase with Mrs Taylor and Chris for a suitable date.

Any Other Business:

It was suggested to hold a quiz night at the Windsor Arms as a social event before Christmas. Chris kindly offered to be quizmaster and a date in November was suggested.

Action: Chris to contact pub for availability. Sue to publicise in newsletter and on boards.

Chris distributed posters advertising PTA website for people to pass around and take to work etc. He has a large poster to put up in school also. A suggestion was made that we should have stickers made with the website on to include with newsletters for parents to remove and put near computers at home to remind them to go through site when shopping online.

Action: Sue to ask husband about cost of stickers.

Next Meeting:

The next meeting was arranged for Wednesday 3rd November at 8pm at the Conservative Club. This will be primarily to organise the Fayre.