

Prior Weston PTA Minutes

25th October 2013

Present: Julie, Sabine, Gus, Imre, Tunde, Kevin, Mary, Kate, Nargis

Apologies:

Meeting opened: 8.30 am

1. Approval of previous minutes: approved by email.

Agenda	Notes and actions (see bullet points for actions)	Who	by when
Teacher' say	<ul style="list-style-type: none"> - Kate, office/business manager introduced as member of staff to direct funding links to. - Kate will also give us a statement of how much funding required to underwrite this year's CHOOL JOURNEY that took place at beginning of year. She hopes to give us a ball projection of what might be required for next 3 years. - Julie met with Aaron - PTA website to be integrated with school's (Nargis to liaise with Caroline over this. Maybe a new tab will be set up within PTA section for meetings and minutes etc.). - agreement that PTA calendar should be integrated with school's - agreement that PTA can have regular slot on PTA newsletter- can Mark take charge of this? - agreement that Kirsty will work with PTA to build on engagement with all sectors of school community - agreement on making PTA part of new parent welcome pack, including opportunities at start of school year to engage new parents and he also suggested sending out PTA introductions in Home visit packs before Reception children start school. 	<p>Kate to get back to the PTA on funding required</p> <p>Nargis to liaise</p> <p>Agreed</p> <p>?Mark</p> <p>Kirsty to contribute</p> <p>PTA</p>	Next meeting
Finance/ funding	<p>PTA have £34k in the bank before writing out cheques totalling £500 for lottery draws to September 2013.</p> <p>Further funds are required for the Harvest Festival - CUT - A - SHINE - £450, plus plates, cups,</p>	Kevin	By next

	<p>and cutlery from Bio-Gate - last year £317 - Imre to confirm order to Kevin</p> <p>£5k earmarked for CC wildlife garden £6400 set aside for trips for year groups reception – year 6 academic year 2013-14 £5k set aside for Christmas theatre trip 2013</p>		meeting
Affirmation of PTA pledges: ALL	<ul style="list-style-type: none"> - PTA will offer £800 budget per year group each year for school trips (total of £6400) - PTA will also cover the school Christmas theatre trip each year (approx £5k) - it is under consideration whether PTA can pledge to underwrite Yr6 School Journey each year pending projections that Kate will be providing. - Special projects funding. - All above on the proviso as long as we have the funds available. - - The ballpark figure to be worked towards is to be discussed further - £5k pledged to CC Wildlife Garden. 	<p>Kevin to monitor</p> <p>Kate to supply details to Kevin</p> <p>Kate to supply this year's need; then projection</p> <p>All via Aaron</p> <p>Agreed by all</p> <p>Agreed by all</p> <p>Paul to supply details</p>	<p>Til end of March 2014</p> <p>asap</p>
International Harvest Festival 7 th November	<p>Sabine will be kitchen liaison Gus sorting Night Owls Kirsty liaising with Premises Staff re set up Need a tidy up team - including recycling monitor (Premises staff to help?) Mary on apple bobbing Music/dancing in the hall Fiona : face painting Julie - raffle Lorraine (Pema's mum) serving tea Kevin serving squash/water (10-20 p) Tunde on FOOD duty with Soma, Pema and Melody helping There will be another Bookdrive at the Harvest Festival Simon will deal with the book-drive</p>	Imre is project managing	
Recruitment	Give information on Harvest Festival.		

	We need someone to take over : Loteria – Mary will manage in meantime Secretary And Chairs ideally – but we need new blood first		
Loteria	Mary confirmed that all are fully paid members: May: 330: Sandra Morris June: 300: Elaine Smalley July: 303: Kate Fawsett August: 139 S Josbury September: 163: Imre Lengyel	Agreed and confirmed final list as of 27 th November 2013	
AOB			

Next meeting:

29th November 2013

Then 13th December 2013