

Prior Weston Primary School & Children's Centre PTA Minutes 27 January 2017

Present:

Sara Archer	Louise Ketley
Andrew Boyes	Peter Lensink
Nargis Christopher	Jo Pettifor
Farhiya Haybe	Nicole Scott
Kirstin Kaszubowska	Sarah Southern
Herveline Revenu	Eva Stenram
	Amber Trentham

Agenda	Notes and Actions	Who	By When
New committee members	<p>The committee voted to include:</p> <p>Sarah Southern Amber Trentham Farhiya Haybe Peter Lensink Eva Stenram Herveline Revenu</p> <p>to the committee</p>	All	Done
New Bank Account	<p>The committee voted to open a new bank account. SA to action and confirm new signatories with Andrew</p>	All SA/AB	Done
New Trustees	<p>We need to recruit new trustees, ideally one parent and one member of staff. Andrew will communicate this opportunity to staff. Herveline volunteered to be a trustee for the charity. Herveline will register on Charity Commission website.</p>	AB HR	As soon as possible
New roles	<p>See appendix 1 discussed and to be used for volunteer recruitment campaign.</p> <p>Appendix 2 – is the spreadsheet with the roles that need filling for the Auction of Promises.</p> <p>The key committee role that needs to be filled are the chair and class reps. Kirstin will review current committee members to see which classes we cover and we will create a campaign to recruit a new chair. In the meantime we will rotate the chairing of the meeting among the committee</p> <p>Peter will review the new constitution on PTAUK to see what needs to change</p>	KK NC JP AB PL	

World food festival	<p>Agree this will be a fantastic event to hold. Plan to hold the first one at the beginning of the Autumn term.</p> <p>Will need to begin planning after Easter to get commitment from parents to cook, to work with the school to co-ordinate so it goes smoothly, and to build into communications for new starters to welcome them to the school.</p>	ES	
Fundraising	<p>Auction of promises. Agreed to hold the auction of promises this year – 20th Anniversary of the Auction!</p> <p>Louise to email Andrew to agree a date (likely to be June). Review plan from last year and kick off once we have a date. Will need lots of volunteers! See Appendix 2.</p>	LK	
Fundraising	Louise to identify the local businesses with lots of money and each committee member to call to find out what their charitable giving criteria is to see if we can get donations	LK	Next meeting
AOB	Peter raised that it would be useful to get a picture (calendar plan) from the school of all the themes planned so that we can support and connect our activities	PL/AB	Next meeting

Next meeting Friday 24 Feb 2017 – 8.30am school library