

Prior Weston Primary School & Children's Centre PTA Minutes

Date: 29/ 11 /2019

Present (bold) ; apologies (non bold):

Alex Dobre (R),	Louise Ketleys (Y3, Y5),	Mel Price (Y5),
Frank Forster (R, Y4, Y5),	Jassi Randell (Y3, Y5),	Juliana Lottmann (Y5),
Sayeda Khanom (R, Y3),	Kathy Chillard (Y3)	Philippe Lottmann (Y5)
Nicole Scott (Y1),	FiFi Fall (Y4)	
Faiza Abdow (Y1),	Herveline Revenu (Y5),	Fiona Maccorquodale (Head T),
Caroline Allore (Y2),	Loic Fossiez (Y5),	Bev Newman (School Lead)
Tom Martin (Y3),	Mitra Karvandi (Y5),	Bernie (School Lead)

- Volunteers:

- A. Cathy volunteered to do posters for any future events
- B. Juliana is piloting a parents of PW Facebook page

Proposed Agenda

1. Review dates for coming events
 - 1.1: Brass concert, 10 Dec - communication (posters, agree suggested donation for entry, ticket desk with parents)
 - 1.2: Bake sell, Wed 11 Dec - Update of needs
 - 1.3: WFF in Jan - confirm leads before setting the date
 - 1.4: Bingo night: Cathy and Jassi leading – planning for Feb
2. PTA Communication – and needs
 - 2.1: Auction, volunteers to lead?
 - 2.2 A transitional chair needed, a website editor
 - 2.3 Update on communication push (name, Facebook, possible change of meeting time, etc)
3. AOB

Agenda	Notes and Actions	Who	By When
1.1	<p>Fine tuning posters with suggested donation of £3, with mention of ALL proceeds to go to the school music provision (but not to the Big Give LMM project as otherwise the money will be split across all schools LMM work with).</p> <p>School to provide tea trolley, water. PTA to add squash</p> <p>PTA and Tom to market the event</p>	Tom Martin	
1.2	<p>Marketing in lobby during 5 days preceding the event in the school lobby to raise awareness, and request cake / bake submissions.</p> <p>Juliana looking to bake in class the days immediately before the sale.</p> <p>Nicole and Juliana to decorate cupcakes during night owls</p>	Nicole Scott, Caroline Allore, Juliana Lottmann	
1.3	Date to be fixed (28 Jan suggested)	Rupia,	

	<p>To coordinate with Friends of Fortune Park / Richard Cloudeseley School.</p> <p>Nut free! List of ingredients to be shown at the stand.</p>	Marie	
1.4	<p>Date to be fixed (Feb)</p> <p>Prize mechanism has to be designed, so that event is in compliance with gambling laws</p>	<p>Kathy, Jassi Randell</p> <p>Bev</p>	
2.3	<p>Sign up sheets being made available at Fiona's Friday meetings.</p> <p>Decent traction of facebook initiative. Recommendation to link to existing pages (alumni, bake sale...)</p> <p>Question whether PTA meetings should be 8:15 of late afternoon (after clubs). Enquiry ongoing. We will try a 5pm meeting in January</p>	<p>Caroline</p> <p>Juliana</p>	

Next meeting date

Friday, 31/01/2019