



MINUTES

Meeting	PTFA Meeting
Venue	Staff Room, St John's C.E School
Date / Time	07.11.18 / 6pm

No	Notes / Action Points
1.	Present – Karen Cartwright, Helen Rimmer, Sarah Forshaw and Emma Simpson Apologies: Laura Wright, Claire Snead
2.	Matters arising not covered elsewhere on the agenda The Committee wishes to note their sincere thanks to Gill Miller who has recently resigned from the role of Secretary for all her dedication and support to the PTFA during the last 2 years in this role. Gill won't be a stranger as we will still see her as a volunteer! Infant and Junior Discos – a very successful event with 62 infants and 81 Juniors attending. £273.01 was raised for PTFA funds. Recycle4Schools – lots of donations were received and £125.00 was raised for PTFA funds. Parents Evening – thank you to our volunteers who provided tea and coffee to parents and teachers.
3.	Financial Report The current balance is £3,944.33.
4.	Movie Night – 9 November 2018 A great response to ticket sales. Bottles of water, popcorn and snack sweets have been purchased and there has also been a great response to the request for volunteers via the PTFA Facebook page. Feedback on the event has been requested and Mrs Cartwright will liaise with the School Council.

	<p>Christmas Fair – 7 December 2018 Poster developed, and event advertised on PTFA Facebook page. Request for stall holders placed on Burscough Community Forum, 7 stall holders have confirmed attendance. Agreed first prize for raffle will be £100 cash prize, there has been a positive response to request for other raffle tickets. Agreed with Mrs Cartwright that 7 December 2018 will be a non-uniform day in exchange for donations to the Christmas Fair, details to be shared with parents nearer the time. A review of stalls took place and it was agreed that following the success of Storytime with Santa last year, this will take place again this year but with 2 sessions instead of the 3 sessions held last year, HR to source books as gifts. Hotdogs and jacket potatoes will be available on the night. Request for volunteers for helping on the day and to cover stalls to be sent via PTFA Facebook page in a couple of weeks.</p> <p>Secret Santa – 13 / 14 December 2018 LW to organise purchasing secret Santa items, volunteers to help wrap gifts will be recruited nearer the time.</p> <p>Proposed craft event – 5 December 2018 It was agreed this would be cancelled and will be reviewed in the New Year.</p>
5.	<p>Headteacher’s Wish List</p> <p>A request has been made for 15 iPads for the Juniors.</p>
6.	<p>Any Other Business</p> <p>It was agreed that regular volunteers will be approached to complete a Disclosure and Barring Service (DBS) check.</p> <p>Agreed Spring Term Events</p> <p>Recycle4School – 21 January 2019 Infant and Junior Discos – 1 February 2019 Recycle4School – 18 March 2019 Secret Mother’s Day Room – 28 and 29 March 2019 Chocolate Bingo – 29 March 2019 Egg and Spoon Races – 4 April 2019</p>

Date and time of the next PTFA Meeting:
Date: 30th November 2018
Venue: St Johns staff room
Time: 9 am

MINUTES APPROVED BY: Helen Rimmer

DATE: 8 November 2018