



Minutes – 07.11.17

Attendees and new Committee

Chair	Penny Taylor	Children in Yr. 5, Yr3
School Liaison	A. Booking	Child in Reception
Fundraising	Nicola Adamson	Child in Yr3
Treasurer	Madeline Roberts	Children in Yr4, Yr3, Yr1
Ex – Treasurer	Daren	Children in Yr5, Yr6
Coms	Katie Ferry	Child in Reception
Head	Angela Wheatcroft	
Events – Craft Fair	Mairhead	Child in Yr5
Coms	Julia Benning	Children in Yr3, Reception
Secretary	Kate Gibbons	Children in Yr3, Yr1

- Chair: Big thank you for your huge commitment Daren and superb Job as Treasurer for 6 years.
- Class Reps all placed..... ensure to utilise to reach out to all class parents

Action All: Looking for Fundraising Committee Member to assist Nicola with Fundraising

Craft Fair Update – Mairhead

- On 18/19th Nov
- All stalls occupied
- All Stalls Paid – Mairhead to deposit cheques
- Police informed re goods overnight in hall
- Revenue: £60 per stall
 - £1 Entry fee per person children free
 - Refreshment sale
 - Est. £2000
- Will be a brochure on the day advertising stalls
- We have a crowd control and parking volunteer
- Katie – advertised event in local papers, radio, posters
- Parents provide cakes etc. to sell

Action Madeline: Cash and float collection on Sunday

- Next year aim to make more child friendly
- Start to split roles now they know what's happening

Action Mairhead: next meeting review and recommendations for next year.

Spending

- Tim gave notes to Angela
- Refer to print out
- Laptops 8yrs old need replacing
 - Bigger sum for rolling laptop replacement? Opposed to a lump sum – rolling stock opposed to emergency replacement?

- Do we have a Technology Budget?
- Need to replace laptops in blocks due to blanket software etc. requirements
- IT Provision Company?? – careful not cost effective to use old laptops
- PE hall performance experience – currently no equipment to create this
- Minibus Maintenance - vital for Forest school, Seatbelts biggest worry
 - Own target for parents to raise?
 - Corporate sponsor

Action Tim: how long predicts Minibus will last? Check legalities of leasing? Cost of New Bus?

- Outside play area Phase 2: Refurb Wildlife area
 - Clear and create hard surface
 - Massive cost – needs professionals
 - Worth doing?? New school?
- White boards and Projectors – Miss Chesters and Mrs Monks not fit - need replacing – PRIORITY – expensive
- Kitchen Garden: Maintenance funding? Currently school has special purposes budget should it be PTA?

Action Angela: Ask Sophia for ££ figure needed

Treasurers Update

- Refer to print out
- Est. income £35,901 for 2017
- 10km a massive earner
 - Big thank you to Nick Slade and Jules Hopkinson
- Christmas Cards: gain % from each cheque plus VAT refund
- Clare Slade Road Safety - big thank you brilliant job, counsel paid and signs to be installed
- Outgoings
- Sports funding – Tennis – will stop there are no further costs
- Tim recharges PTA at the end of the year what the school has spent. Due to invoice £47024 in December
- Therefore £19,000 in the Bank at the end of the year!!
- Funding all looks achievable!
- Acc has no regular bills to pay
- No buffer needed in acc but wouldn't leave empty

Decision: Assign £15,000 to laptop and Whiteboard replacement

10km

- 4th March
- All in Hand
- Ken Treasurer is retiring needs replacement

Action Penny: Instruct class reps to poach new 10km Treasurer: New treasurer needs to shadow ken till march so needed ASAP

- Bank Mandate Signatories need to change
 - Currently Daren, Lisa Payne, Jessie Cleverly

Action Madeline: Replace with Madeline, Penny, Kate

Events and Fundraising Updates

Book Club

- Gained £45 + £23 – good sum
- Another in a few weeks - evaluate

Phil the Bag

- Fri 10th

PTA Coffee morning

- 10th Nov
- Nicola did online shop – needs to claim back
- Speech too formal

Action all: Speak to attendees personal level re volunteering - gain contact info

Thames Run

- Refreshments stall not enough volunteers so Streatley gaining ££
- We gain Goring entries ££ only

Disco

- Andy Ankerson disco
- Tuck Shop? For both Juniors and Infants
- More Volunteers needed

Class Cake Sales

- Class keeps £ made
- Children choose spending
- No dates as yet

Action Julia/Nic: Inform class reps of their cake sale dates for next year before Christmas

Eco Bag

- Thank you Sarah Walker for design and Mike Gibbons for producing design format
- Selling Bags for £5
- Hoping ready for craft fair!
- If all sell £1000 profit

Next term

- Book club evaluation
- World book day – 1st March
 - Sponsored event?
 - Kate Dornick contact for ideal forms?

Action Nic: Find Subcommittee to run event

- For events we need to ensure we lean on class reps more and be specific about what they need to do as support.

Social Event

- 23rd March
- Sub Committee needed

End of Term Event – Similar to retirement party last July

Film Nights – Easy money

Summer Ball

- 18th May
- Nic heads up committee
- Black tie
- Premium ticket ££
- Village Hall booked

Fate

Julie Hughes – confirm Scout tent use

Next Meeting Date – TBC evenings best