

MINUTES

TRINITY C OF E/METHODIST PRIMARY SCHOOL

PARENTS and FRIENDS ASSOCIATION

Committee Meeting

25/06/19 8.00PM | Meeting called by Tracy King

Committee members

Tracy King (Chair) | Joanne Pollard (Events Manager) | Julia King (Fundraising Manager) | Anna Hills (Treasurer) | Lisa Shaw (Secretary) | Sarah Riggott (Vice Chair)

Item Discussion

1. **Minutes from previous meeting:** 13th June 2019 updated with treasurer's report
18th June 2019

Minutes agreed and true record.

2. **Treasurer Report and Summer Fair Finances**

See Separate sheet for summer fair finances.

Debits: £650.00 floats for fair
£50.00 for Rythmicality
£250.00 for SJ Enterprises

Credits: £5257.54 Summer Fair

3. **Funding**

Daily Mile Track: waiting for school to sort out and decide on date

Hoodies: Arrived this morning

Yearbook: TK still need to complete

Drumming Workshop Year 2: Roughly £90

The cost is £590. Music budget is paying £250, they have asked the parents for £3 each child and wondered if we could pay the remainder towards it too? This is likely to be around £90.

Year 6 Residential: to be paid in September: £600? This will come out of match funding.

Events

4. **Summer Fair Review**

Takings: £5198 plus match funding

Raised £3577 plus match funding

Best Fair yet

Ran very smooth all day

Busy all day

Arena momentum: great having Simon: good variety of acts

Item Discussion

Need runners for volunteers to have toilet break etc and a runner to get things when we need them

Use ice cream man next time

More change (£1 coins) for the BBQ

Sign for toilets- use the ones near y6 door

School security. Keep people out of school as much as possible.

Find gifting cash and carry

5. Sports Day: Thursday 27th June

TK and LS to do both sports day

Serving refreshments: Tea, Coffee £1

Cans 70p

Water 50p

Strawberries £1

Melon £1

Grapes £1

Crisps 20p

Brioche 30p

ACTION: TK to buy fruit and cans and organise all resources.

6. Art Exhibition: Wednesday 3rd July

TK & LS to serve refreshments. Refreshments FOC

LS at Unity

TK at Brookwood

Tea, coffee, biscuits and water

ACTION: TK to buy biscuits and arrange resources for both sites.

7. Cream Tea: Thursday 11th July

List of volunteers for Mrs Walton

Committee

Nicola Tipton

Claire and Gary Salters

Rachael Moulton

Pamela Thompson

Laura Grimes

Helena Royston

Aidy Riggott

Angela Gasdston

Catherine Cook

ACTION: TK to email Lindsay the list.

Item Discussion

8. Leavers Party: Friday 19th July

Beach Theme

Community Centre Booked from 5.00pm till 9.30pm on Friday 19th July.

ACTION: TK to Create and send invites to year 6.

Decide on refreshments at the next meeting.

9. Christmas: 19th December 2019

Jill asked us to serve refreshments at a reception morning for parent

10. Calendar 2019-2020

September:

Reception picnic: Saturday 7th September Site: Unity Time?

Macmillan Coffee Morning: Friday 28th September Site? Time:9.00am

AGM: Monday 30th September Site: Unity Time: 6.30pm?

October:

October Social: Where? When? Time?

Book Fair: Monday 14th October and Wednesday 16th October?? Check on parents evening

Halloween Disco: Tuesday 29th October??

November:

Ladies Night Christmas Shopping Event: Thursday 14th November at the Community Centre

Christmas Fair: Saturday 30th November at Unity from 12pm till 3pm.

December:

Movie Night: Monday 16th December at Unity

11. ACTION: TK to book the Community Centre and create new banners for the Christmas Fair.

Rest of the calendar to be discussed at the next meeting.

AOB
