

MINUTES

TRINITY C OF E/METHODIST PRIMARY SCHOOL

PARENTS and FRIENDS ASSOCIATION

Committee Meeting

12/04/2018 8.00pm | Meeting called by Tracy King

Committee members

Tracy King (Chair) | Sarah Riggott (Treasurer) | Joanne Pollard (Events Manager) | Kate Maughan (Assistant Treasurer) |

Apologies: | Julia King (Fundraising Manager) | Anna Hills (Secretary)

Minutes from previous meeting

Committee approved them as correct.

Action points: Discussed which first aid kit and accident book: TK to purchase Pre-school 70pc set and pupil accident report book.

Expenses for Easter Bingo still to be claimed.

Uniform Review

Uniform sale took place on Tuesday 13th March and Wednesday 14th March.

- Good response from order forms sent via the app.
- Not many sales for new uniform on the day.
- Some second-hand uniform sold. This may take time to embed. Will set up another stall outside in the summer term so that parents can see the quality.
- All monies passed to the school office.
- Stock sheet given to the offices and Andrea (see attached)
- Stock check done. Boxes labelled and distributed over both sites.
Brookwood Way: Jumpers, Cardigans, PE tops (ages 3-4, 5-6 and 7-8) and book bags in the PE cupboard.
Unity Place: All fleeces in the 'tables and chair cupboard'.
All clothing (pupils and staff) in the reprographics room

ACTION: TK to discuss purchasing with Jayne.

TK to contact the company for info and pricing

TK to discuss full take over with Mrs. Wright but will leave the uniform in school for convenience.

Easter Bingo Review

The event took place on Tuesday 20th March. Total raised: £427.75

- All committee members thought that the Easter Bingo was a success.
- Better attendance than last year. 88 people attending. Hall was full.
- Didn't sell as many snacks as previous year. Decided to make sure the ticket sales and snack table are together so that they can purchase at the same time.
- Picture round needs to be short and sweet. Maybe just do a line next year instead of full house as it took too long.
- Raffle prizes better than last year.
- Amp wasn't working, and it was sometimes difficult for people to hear.
- Try to set up the laptop and sound system next year.
- Play Factor vouchers handed out in bookbags.

Ideas for Funds

Mrs Corrigan discussed funds for the 'shed' with TK. TK has emailed the 'Requests for Funds' sheet for her to complete. She did say it would cost a few thousand but didn't give me the exact figure. Work starts in May.

Helena Royston messaged TK and JK about funding opportunities.

Parents suggestions:

- Discussed the bike/scooter rack for KS1. Agreed in principle. JW already knows about this as she referred Helena to us.
- Outdoor play area and playground markings for KS1. Research and discuss opportunities with JW.
- Greenhouse and gardening equipment for KS2. The gardening club is now on.
- Football Kits for KS2.

Teacher suggestions:

- Fruit trees/bushes for KS1 Science (Mrs Barker suggested)
- Mighty Zulu Nation Theatre Company for KS1. Link to Africa topic: Mrs Barker (see attached).
- A travelling Pantomime Company for Christmas. School working towards Arts Mark and therefore need to get children exposed to the theatre (see attached)

Awaiting the email from CC to see how much they need for the 'shed'.

TK emailed Mighty Zulu, and Panto company for information.

TK emailed Mrs. Barker for a meeting to discuss logistics.

Year 6

Discussed options for year 6.

- Discussed options on the Ideas for School Leavers (see attached)
- Disco
- Prom
- Themed party e.g I'm a pupil get me out of here
- Family BBQ
- Discussed momentos: Leavers book or hoodie
- Discussed where to have the disco/party as it would be more exciting to have at a different venue.

ACTIONS: TK to draft letter/questionnaire for the pupils to fill in.

TK to email Stacey and Matt for their opinion

Summer Fair

Received 2 prizes so far from PNE and Bolton. PNE gave tickets to any match in the forthcoming season whilst Bolton gave a pennant which was signed by the players. We would like to thank both clubs for their donations.

Response from SJ with regards to the penalty shootout and human football.

We have a penalty shootout which is a hireable item at £150.

Regarding the human football this isn't something we own however I know someone in Blackpool with one, they usually charge around £350 to hire it.

Let me know if this is in budget and I can check on availability

Discussed buying letterheads. TK has emailed Harry for prices.

JK has written letters for Merlin Entertainment and MacDonald Hotels ready to print on the letterheads when they have printed.

SR said she would talk to MacDonald Hotels as they have a contract with them.

JK spoke to Victoria Pass who is the head coach for Euxton boys who said she would speak to her contacts to see if they could help. She was also asked if her team could help run one of the games or matches.

She also suggested that we contact Euxton FootGolf as they may want to run a game or advertise.

Discussed the need for more gazebos.

Stalls discussed:

Teddy tombola

Bottle tombola.

Discussed food court instead of having all the food spread out. Marquee to be a central seating area.

AOB

Discussed the logistics for the discos to make it easier.

- Pay on the door only
- Sell tickets on the playground to promote the event and pay on the door
- Ask office staff if they could attend and we will pay them so that we have access to all data.
- No tuck
- Simple tuck

Continue to discuss.

Discussed registering for time-credits for people who volunteer their time to help. It could be a way of encouraging volunteers.

Meeting Finished 11.00pm

Next Meeting: Committee – 24th April 8.00pm Location TBC