

# MINUTES

TRINITY C OF E/METHODIST PRIMARY SCHOOL

PARENTS and FRIENDS ASSOCIATION

## Committee Meeting

26/09/19 8.00PM | Meeting called by Tracy King

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### Committee members

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Tracy King (Chair) | Sarah Riggott (Vice Chair) | Lisa Shaw (Secretary)

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#### Item Discussion

1. **Minutes from previous meeting:** 3rd September 2019: True and correct record

2. **Treasurer Report**

Anna emailed as she couldn't be here.

#### Money in

Lucky numbers	£2.00
Uniform	£8.50 paid to school
Stamptastic	£18.00

#### Money out

Funding	£10,000
Lucky numbers	£42
Uniform	£8.50

**Balance**     **£4421.55**

**AH nearly completed year end accounts. TK and AH to have a meeting over the weekend.**

3. **Funding**

**New Request: £550 for Year 2 Lowry trip. PFA asked to pay for the coaches and parents will pay £13 for the ticket.**

**Daily Mile Track:** Will be completed this half term. Awaiting date. Funds already transferred to school.

**Year 6 Residential** This will come out of match funding. TK emailed school, awaiting reply.

TK had a meeting with JW today about this years' priorities for funding.

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**Item Discussion**

Priorities: Trips: very similar to this year

Visitor/speaker for each year group, to benefit all children. It needs to be organised and costed.

Roof for the outdoor classroom

Benches and planters etc. to finish off play area.

Worship Area

Discussed 10<sup>th</sup> anniversary party. To include past and present pupils and staff. Opened up the discussion will await decision.

4. **Lucky Numbers:** September to be drawn at MacMillan Morning

5. **Events this half term**

MacMillan Coffee Morning: Friday 27<sup>th</sup> September at Unity Place. 9.00am (tomorrow)

- TK created event on FB 3 weeks ago
- JP several posts out to advertise and to ask for donations
- TK put up posters at both sites on 6<sup>th</sup> September
- TK advertised on reception, y1, Buckshaw Residents, Buckshaw Community and Buckshaw Business pages.
- TK bought 4 large cakes, croissants, pain au chocolates, paper plates, napkins, water, biscuits and coffee from Costco. Milk and little cupcakes from Tesco. TK will not request funds back.
- We have 11 children to help out tomorrow. TK suggests we sit people down and children to get the orders for the tea and coffee. Adults pay at the table and choose cakes.
- TK ordered more supplies from MacMillan. Received.
- TK to collect cups and plates from BVC
- TK setting up from 7.45am
- Mrs Corrigan will be on hand to supervise.

6. AGM: Monday 30<sup>th</sup> September, Unity Place 6.30pm

- Invitation sent out via the app.
- Reminder to go out over the weekend.
- TK to do the chairs report and presentation.
- AH and TK to complete the finances.
- TK to buy wine and cheese/biscuits
- Got bottles of pop in the garage and Sangria.
- Order of the night: SR opening, TK chairs report, AH treasurers report, TK funding requests for this year, JP events this year.
- Had an interest via email from new reception parent.

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**Item Discussion**

7. **Family Fun Day** (Reception Parents): Sunday 6<sup>th</sup> October 1pm-3pm SR to organise. SR got games. Rest TBD next meeting.
8. **Book Fair:** October 7<sup>th</sup> – 9<sup>th</sup>: TK emailed Scholastic to confirm dates.
- Books arriving in school on 3<sup>rd</sup> October
  - TK to do stock check and organise the letters and order forms to go home.
9. **Movie Night:** Monday 14<sup>th</sup> October. Unity Place 4.30pm – 8.15pm. Decide which movie and snacks.
10. **Calendar 2019-2020. TK to produce a calendar to go home to parents.**
- September:**
- Macmillan Coffee Morning:** Friday 28<sup>th</sup> September Unity Place. Time:9.00am-10.30am
- AGM:** Monday 30<sup>th</sup> September Site: Unity Time: 6.30pm – 7.30pm
- October:**
- Family Fun Day** (Reception Parents): Sunday 6<sup>th</sup> October 1pm-3pm
- Book Fair:** Monday 7<sup>th</sup> October and Wednesday 9<sup>th</sup> October
- Movie Night:** Monday 14<sup>th</sup> October. Unity Place 4.30pm – 8.15pm
- November:**
- Ladies Night Christmas Shopping Event:** Monday 11<sup>th</sup> November at Unity Place. &pm till 9pm
- Christmas Fair:** Saturday 30<sup>th</sup> November at Unity from 12pm till 3pm.
- December:**
- Winter Disco:** Monday 16<sup>th</sup> December at Unity 4.30pm – 8.15pm
- Next 2 terms to be discussed at the next meeting.
11. **AOB**
- SR volunteered to do the permission forms from the new reception parents.**
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