

SJF PTA AGM Wednesday 12th October 2016 Minutes

Apologies: Helen Lehan, Fiona Bolam

Present: Julie O'Connor, Josi Mackinnon, Ann Stephenson, Caroline Greaves, Sarah Botherway, Julie Washbrook, Gabrielle MacGuire, Dennis Richards, Emma Lambden, Emor Miller, Eileen Quinn, Julie Tunnicliffe

Actions

1. **Josi** to put EasyFundRaising Flyer into parents newsletter
2. **Julie Washbrook and Helen Lehan** along with 2 more parents have a meeting arranging with Rob Pritchard to look at the 'prefab' classrooms, take photos and decide a course of action in terms of requesting help from the Diocese.
3. **Josi** is to double check several items from the Finance Report with Fionnuala.
4. **Julie T** to send Gabrielle the distribution list for the PTA minutes and agendas.
5. **Emma Lambden** to explore ways of using school facilities to store and re-refrigerate drinks for school events.
6. **Julie T** to email KS3 Arts event volunteers with details of set up for the event.
7. **Ann Stephenson** to organise the volunteer rota for Billy Elliott

Feedback received from school is that the student games at Stoke Mandeville were a huge success and the £900 donated by the PTA helped towards transport costs, accommodation and funding. There may be a surplus from this and it was agreed that this could be used towards the Duke of Edinburgh Gold Award Expedition to help out with costs, as proposed by Dennis Richards.

Thank you to all the parents who helped out at the Welcome Mass/Family Fun Night.

Finance Report – Ann Stephenson -Details were passed around and the balance is very healthy. Some bills yet to pay but we are looking at a net amount of circa £9,000 in the account.

Chairpersons Report – Josi Mackinnon – details of accounts passed around and Josi is to query some amounts with school that may not be part of PTA expenditure.

Headteachers Report – Emma Lambden – A huge thank you from Rob Pritchard to everyone on the PTA and all parent volunteers for all their hard work over the past year. Rob re-iterated that the PTA had his full support.

Election of Chair, Treasurer and Secretary

Fiona Bolam was proposed and seconded as the new Treasurer. A huge thank you to Ann Stephenson for all of her work as PTA Treasurer over many years.

Julie Washbrook volunteered to temporarily cover the role of chair for the November PTA meeting. A huge thank you to Josi Mackinnon for all of her work as Chair.

Gabrielle MacGuire volunteered to temporarily cover the role of secretary for the November PTA meeting. A big thank you to Julie Tunnicliffe in her role as Secretary. A warm welcome to Fiona, Julie W and Gabrielle in their new roles.

It was agreed that Chair and Secretary be rotated each meeting until permanent replacements can be found.

Storage/Refrigeration of Drinks for Events – We discussed how it has always been a problem storing and refrigerating drinks (soft and alcoholic) for events, (particularly for the annual musical run over 4 nights) with one parent usually storing at home each night and bringing everything back in again, which can be very labour intensive. Emma is going to look at exploring other ways to do this using school facilities, particularly refrigeration of the drinks.

KS3 Arts Festival Monday 17th October – 7 volunteers for the evening, Julie T to message the volunteers with details of the set up arrangements.

Billy Elliott – 28th Nov to 2nd Dec – Ann Stephenson kindly offered to do the rota for this. This has worked extremely well in past years with volunteers doing stints of half and hour/an hour at a time which has led to considerably more volunteers.

Christmas Liturgy – Emma advised that the event had been changed to the Wednesday 14th December instead of Thursday 15th December. Julie T advised that nearer the time for someone write to all the supermarkets (including M&S) and request donations of mince pies and/or mulled wine for the event. The supermarkets have been supportive of this in the past 2 years.

Funding Requests - £4,925 requested from the Art department, it was agreed that a figure of £2,000 be granted. This will put the total funding (including school funds) on a par with neighbouring schools. The PTA look forward to seeing more art work displayed around the school and the St Roberts Centre.

Next PTA meeting is Wednesday 9th November 7pm to 8pm