

Egginton Primary School PTA

Meeting Minutes – 20th November 2019

Attendees: Claire (Treasurer) via phone, Naomi (Chair), Jo (Secretary), Hayley, Caroline, Jaclyn, Mr Kitching, & Shelly

Apologies: Clare, Lisa & Ros.

Account balance

£3621 + £158.05 Cash in Hand

Additional funds to come in; £1900 from the summer fayre.

Breakdown:

+ £113.96 Film night

+ £84.14 Disco

- £440 Paint a Pot in school

- £425 Panto in school

Some cheques from fund raising activities are out of date, £32 in total. Claire will request new ones.
End of year books to be completed.

Treasurer comments

Address and signatures have not been updated by the bank.

All agree to close this account and open a new one.

Ros and Caroline can still sign cheques when required for the existing account.

Bonfire Night

Following the donation of fireworks from Michael, Caroline has confirmed at least £500 will be donated from the event to the PTA.

Christmas Fayre

- Helpers:
 - Kitchen – Hayley, Naomi, Kelly & Karen
 - Raffle – Jo, Shelly & Linda
- Activities to raise funds:
 - Raffle to win Panto tickets
 - Guess the name of the reindeer
 - Soft toys (Trent class)
 - Christmas Jumpers (Adults £5, Children £4)
 - £1 paper bag filled with treats
 - 50p Sweets bags
- Book bags items: Paper bag, raffle tickets and leaflet (requesting donations)
- Santa hats for helpers – Jo to buy.
- Shopping list – Caroline to organise.

Christmas Wreath Night

Options to sell leftover gifts from the fayre and raffle tickets.

Secret Santa

18th December

Helpers (ideally 4) - Steph confirmed, Caroline to post on f/b.

Claire to check gift stock.

Christmas Party

19th December

Santa confirmed, 2.30pm.

Present for Santa, big bar of chocolate – Naomi to arrange.

Chocolate bars, 70 required - Naomi to arrange.

Pass the parcel x 3 (24, 21 & 21) – Jo to buy wrapping paper, small bags of haribo (66) and 3 x chocolate orange. Jo, Hayley & Shelly to wrap.

Funding Requests

Derwent Class – Space centre trip £240 – All agreed.

Special Thanks

Thanks to Ros for producing and displaying the Christmas fayre signs.

Thanks to Michael for donating the fireworks to the village bonfire event.

AOB

Next meeting date – 10th December at Hilton House Hotel

The PTA has been made aware by school that some funding events for the children e.g. Disco & Film Club are not being paid for. Options to overcome this and to avoid Mrs Pepper chasing individuals, include a post on f/b to remind parents or a card machine to take payment.