

CALOW CHURCH OF ENGLAND (VC) PRIMARY SCHOOL

Parent, Teachers and Friends Association

Minutes of Meeting

Wednesday 14th January 2015

Present:	S. Martin	J. Oldale	S. Sherlock
	A. Harding	B. Franklin	H. Cagnasso
	C. Savage	N. Fullwood	E. McDonald
	M. Thacker	L. Hadfield	C. Rolt

1. **Apologies for absence**

Mrs. Winter (Chair of Governors).

2. **Minutes of the previous meeting**

It was agreed that these were a true and accurate record.

3. **Matters arising**

First World War Commemoration update

Event occurred on Saturday 19th July 2014 at Eastwood Park. Mr Thacker reported that this was a very special / 'moving' occasion for the children involved. A lone bagpiper played at the ceremony and upon returning to the school, the Hallamshire Military Band provided music. Mr Thacker thanked the PTFA for their involvement and stated that the funding provided by the PTFA was greatly appreciated.

Year Six leavers' gifts

Mr Thacker thanked the PTFA for funding the Year Six leavers' gifts. At the end of the last academic year, the whole class was provided with a bible and also with a T-shirt with the child's photo on the front and list of their classmates' names on the back. These T-shirts are presented to each child at the 'Leavers Assembly' on the last day of term and are always well received by the children.

Summer Fair (Summer 2014)

The Mayor / Mayoress opened the event and have stated that it was a wonderful occasion and they had a splendid afternoon. They commented that this event has shown the community what Calow School (via the PTFA) can do and Mr Thacker thanked the PTFA for their hard work in making this event such a success too.

Magician

The PTFA chair reported that after further consideration, it had been decided that it was not cost effective to pursue this act further at this time.

4. **Treasurer's Report**

A very comprehensive breakdown of PTFA accounts was provided for all to see by current treasurer. (Re separate document attached to these minutes.) Mr Thacker thanked the treasurer Mrs Cagnasso for the work undertaken.

In summary:

- Christmas Fair
£2130 net amount raised (including £700 donation by anonymous donor). This was despite attendance numbers being lower than last year - due perhaps to Brimington Christmas Street Fair and pupil birthday parties also coinciding with the event. It was suggested that increased advertising of the event with plenty of advance notice may be helpful too. It was therefore agreed that the Christmas Fair date will now be included on the 2015-2016 calendars that families can purchase from school later this academic year.
- Christmas Disco
Treasurer reported that monies raised remain on par with net amount raised last year (re Treasurer's reports for further details).

At present the PTFA has £4190 in the bank. It was agreed that at least £1700 is retained in the account for future expenses (e.g. school calendar, pantomime costs, etc.) but that £3000 be released to the school for upcoming purchases. It was proposed and agreed by PTFA members that the net books currently used by pupils need to be replaced, Mrs Oldale will research and provide the costing details involved.

Other upcoming school trips that the PTFA will help subsidise include:

- Year 6 residential trip (£700 to be funded by PTFA)
- Reception class to attend Early Races event at Queens Park Leisure Centre (as part of their balance bikes promotion).

5. **Summer Fair**

Mr Thacker is to contact the Archbishop of York and / or Bishop of Repton tomorrow to ascertain if either is available to open the Summer Fair event. PTFA Chair is to let PTFA members know the date and time of this event as soon as possible.

6. **Easter Disco**

Agreed date for this is 27th March 2015. PTFA Chair will not be available for this date; however, has agreed to meet with committee members beforehand to plan the event. Date / time of planning meeting to be arranged.

Newer committee members also requested that the Chair / other experienced PTFA members perhaps provide a breakdown of usual events and the preparations required for each event. This may assist newer members with feeling more knowledgeable / involved in planning upcoming events. PTFA Chair agreed to do this with any members who wished this to occur.

7. **School Calendar.**

Calendars for the academic year (2015- 2016) will cost £6 each and will have a photo of either an individual child / sibling group, as well as many school events included (e.g. parent consultations dates, assemblies, pantomimes, inset / term time / holiday dates and now some PTFA events will be included too).

Local businesses will be approached to advertise on the calendar at a cost of £30 for the academic year. PTFA members are asked to approach local businesses to identify if they wish to be included. They must provide a business card to do this.

Committee member Mrs Harding will amend / update the current letter to parents explaining about the calendar and how they can be purchased. An example of a calendar will be included on the outside noticeboard which parents will be invited to look at, so that they are familiar with what the end product may look like.

9. **Bingo Night**

A bingo night will be arranged to occur after Easter.

10. **Correspondence**

A leaflet received about school yearbooks was discussed. It was agreed that the children really value the T-shirts and these being presented to them at the leavers' assembly and therefore, a year book is not going to be considered at this time.

11. **Any Other Business**

Clarification was sought by a committee member about the recent risk assessments undertaken for the Christmas disco; i.e. do children sign in and out? Confirmation was provided that KS1 children must have an adult present with them if they attend such an activity. KS2 children have to sign in and are signed out before they leave the event (as no parents / adult family members can stay for the KS2 discos, etc.). Registers are always taken to prioritise the children's safety and wellbeing.

Next PTFA meeting on Wednesday 22/04/15 at 7pm.

Post Meeting Note:

PTFA member Mr Craig Rolt has agreed to provide lighting, music and be the DJ for the Easter Disco event.