

# CALOW CHURCH OF ENGLAND (VC) PRIMARY SCHOOL

## Parents, Teachers and Friends Association

### Minutes of Meeting

Wednesday 18<sup>th</sup> January 2017

<b>Present:</b>	Mr M. E. Thacker	Mrs J. Oldale	Mrs S. Sherlock
	Mrs C. Winter	Ms J. Scott.	Mrs J. Nightingale Newton
	Mrs N. Fullwood	Mr J. Kernaghan	Miss B. Franklin
	Mrs E. McDonald	Miss C. Savage	Mrs H. Cagnasso
	Mrs S. Russ	Ms S. Martin	

#### 1. Welcome and introductions

Sam Sherlock welcomed everyone and apologised for the late start due to an earlier governors' meeting.

#### 2. Apologies for absence

Allie Harding (committee member).

#### 3. Minutes of the previous meeting and matters arising

It was agreed that the previous minutes were a true and accurate record.

##### Summer and Christmas fairs

Mr Thacker acknowledged the successes of both school fairs that took place in 2016. They are community events that showcase the school in a positive light and feedback has been extremely encouraging. He thanked PTFA members for their time and commitment and acknowledged the 'hidden work' that these events involve.

##### School calendars

The school calendars have been well received. All involved agreed that the process appeared much smoother this time, as staff members took some pupils' photographs and will do so in the future. Invoice from the printing firm has been paid.

#### 4. Treasurer's report

Heather Cagnasso provided a comprehensive written breakdown of PTFA accounts (re separate document attached to these minutes) and summarised as follows:

##### Bingo night October 2016

A well-attended event, net profit raised £296.01

Parent feedback to the treasurer is that this community event appears well organised and is really enjoyable.

##### Christmas fair – November 2016

£1500.54 net profit raised which is almost £300 more than the previous year. This is despite fewer prize donations although quality of prizes has improved. Treasurer noted that there were less external stalls which may have resulted in the increase of profit

raised for PTFA / School. It was agreed that external stalls will only be used if there is a stall shortage for such events.

#### Christmas disco – December 2016

This remains a very popular event. The net income raised for both KS1 and KS2 discos is £523.73 compared with £391.62 the previous year. The glow sticks remain popular with KS1 children, whereas KS2 children spend more on the tuck shop and raffle.

#### School calendars

Net monies raised from calendar sales is £334.12, Heather is to provide previous year's figures for comparison at the next meeting.

#### Other funds received

£150 has been donated by parents whose children have stayed after school on a regular basis. These parents wished to acknowledge the support that school has provided.

#### Overall accounts to date

At present the PTFA have raised a gross amount of £3163.83 since September 2016. After expenses / stock costs deducted, a net profit of £2051.93 has been raised.

£4147.02 cash funds are currently held in the PTFA account, £700 to be retained for upcoming bingo, Easter disco and summer fair events. Heather recommended that £2400 be released to school whilst £1000 remains in PTFA account for future purchases.

Money already released by the PTFA has funded:

- The installation of the play fort in the playground.
- The American West Show visiting school which the children enjoyed and spoke positively about.
- The Zulu Nation visit which is to occur on the 1<sup>st</sup> February 2017 and is accessible for all classes.

It was agreed that a PTFA cheque for £2400 will be released to school by 27<sup>th</sup> January 2017. This money will be used to purchase IPADs, notebooks, etc. The school is keen to remain at the forefront of ICT and the ICT technician has commented that Calow Primary School is in the top 2 schools that he visits, for their investment in technology.

## **5. Future events:**

### **i) Supporting St Peter's Church**

St Peter's Church is an integral part of Calow (CofE) Primary School and it is hoped that this close working relationship will continue long term. However, the Church is in financial difficulty and needs to raise additional funds to pay its parish share of £18 000. As a faith based school, Calow Primary School has committed to supporting the Church by raising £1000 this year. This will be done via organising a Bingo Night and also an Easter Extravaganza with all profits being donated to St Peter's Church.

- **Bingo night**            Wednesday 22<sup>nd</sup> February 2017  
5.30pm doors open, 6pm 'eyes down'.  
The PTFA will organise this event with all profits raised going directly to the Church. PTFA members acknowledge that a church remaining in Calow will continue to be of benefit to the pupils of Calow Primary School.
- **Easter extravaganza**        Thursday 6<sup>th</sup> April 2017 at 3.15pm – 5pm  
School staff will organise this event (a working party has been established) but if PTFA members could assist as parent helpers, etc. that would be appreciated.

St Peter's Church members are also exploring additional fundraising activities including inviting the school choir to sing on Mothering Sunday, having monthly Messy Church events and perhaps doing a Gift Aid day.

**ii)     Easter disco**            Wednesday 5<sup>th</sup> April 2017

It is now confirmed that a new DJ will be required for future disco events. There have been no volunteers to date. There is a DJ who Sam will approach and Heather is aware of a DJ who may be available but would charge £100 per day. The PTFA has paid a DJ previously and may need to do so again. All options are being explored, it is hoped that the discos will not be cancelled given how much the children enjoy them.

**iii)     Summer fair**            Saturday 24<sup>th</sup> June 2017 at 2pm.

Bishop of Repton to open it.

Suggested entertainment and stalls include:

- Honey Belles singing group - availability to be clarified by Mr Thacker
- Guide Dog for the Blind stand to be explored by Mr Thacker
- SNAG stall to have vegetables, etc. grown by pupils and their families as part of SNAG Bronze / Silver Award. There may be 'wonkiest looking vegetable' competition, etc.

Further information to follow.

**6. School calendars**

Agreed that calendars will continue to be sold at £6.00 each, the order slip will highlight that any 'bounced cheques' will result in additional charges incurred for the individuals concerned. Sponsors will be asked to pay £30 to advertise their businesses, PTFA members to now commence seeking sponsorship from businesses. Staff will take pupil photographs as this is easier due to changeable weather, etc. The calendar will not be just for the academic year but will include August too.

Mrs McDonald will ask her husband if his company can do the school calendars this year and let everyone know as soon as possible.

**7. Correspondence**

None.

**8. Any Other Business**

None.

- 9. Date and time of next meeting**  
26<sup>th</sup> April 2017 at 7pm in School.

**Disclaimer**

These minutes are believed to be accurate. However, they remain subject to amendment until formal ratification occurs by PTFA members on 26<sup>th</sup> April 2017.