

Minutes for PA meeting 12th September

Attendance:

Karen O'Neil	Georgie Burgess	Claire Hillier
Ms Keany	Lorraine Carthew	Kerry Kelly
Julia Viner	Debbie Dickenson	Nathalie Crabb
Kirsty Rands	Cath Usher	Vanessa McQuillan
Linda Gemmell	Pippa Claydon	Jane Callari
Sarah Pacitti	Julie Sinclair	Catherine McCormick
Tanya Bruno		

Apologies:

Audrey Manzi, Debbie O'Brien, Catherine Milnes, Tina O'Kelly, Caroline Close, Katie Tyndale, Freddie Driessen, Denise Scanella, Fiona Hnatow, Mandy Green, Alice Crabb, Koren Forbes, Bernie Wood

Introduction/ Welcome:

Claire and Georgie have joined Karen and Audrey in the role of chair. This will help spread the load.

There is a new Secretary Catherine Milnes and Debbie O'Brien remains as treasurer.

Actions from the last PA meeting – July 2011:

Burhill Ball:

Action carried forward to the next meeting

Kitchen Renovation:

The basic designs have been done. However, it was advised by the electrician rewiring the alarm bell that more things probably needed to be changed. This would mean less budget allocated to the kitchen. The aim is still to have the kitchen renovated this year.

The PA has asked for this to be one of their main projects this year.

2011 Christmas cards:

A pack will be given to each child before the October half term holiday. These need to be returned to the school by the 8th of November. The cards should be printed and returned by the 22nd of November.

Feedback on the Summer Fair:

The Fair made £5522 profit, with Morgan and Stanley making the biggest contribution by matching what the school raised.

Class Rep:

All classes have now been assigned 2 class reps.

100 Club:

Action carried to next time.

Events for the year:

PA list of Events:

These are the events currently planned for 2011-2012:

12 September 2011	PA Meeting 8pm
15 October 2011	Quiz Night 7.30pm
01 November 2011	PA Meeting 8pm
03 December 2011	Christmas Fair 12-3pm
09 December 2011	Christmas Party
18 January 2012	PA Meeting 2pm
02 March 2012	Pamper Night 7.30pm
2 February 2012	Valentine Disco
26 March 2012	PA Meeting 8pm
09 May 2012	PA Meeting 8pm
11 May 2012	Circus
12 June 2012	PA Meeting 8pm

Christmas Fair role allocation:

Staff: bottle tombola

Reception: Games. Games will be provided and year 6 may be able to help

Year 1: Entrance, mulled wine + mince pies

Year 2: Cakes

Year 3: Secret Santa

Year 4: Santa's grotto (decorate and organise 2 sets of presents – KS1 and KS2)

Year 5: Crafts

Year 6: Face painting and hairbraiding

Year 5 + 6: Christmas raffle

Chocolate stand will be managed by Catherine

Sweets stand will be managed by Mandy and Lizzy

Pamper Night:

Wine and nibbles will be served.

Treatments will be offered.

Action all: if you know anyone who is happy to help, has a trade you think may suit the evening (pampering but also jewellery, handbags, etc.), please let your rep know.

Action Sarah to enquire about fish tank, prizes for the evening.

Guides:

It was agreed that each event will be recorded in order to gather some intelligence around the task and to facilitate newcomers in doing the task. These will be held in folders compiling information such as what was done, how much is cost, how much it generated. It may also hold leaflets and other information that may be useful. Hopefully these will become reliable references.

Sub-committees:

Reception: Circus – Isabelle to help/advise. Georgie's husband is happy to do the BBQ with a team of dads

Year 1: Christmas Party:

Year 2: Pampering evening

Year 3: Valentine's disco

Year 4: Summer Party – Suggestion it is held on the school grounds – Theme will be the Olympics.

Action: Kerry to investigate the possibility of having Pony rides, Year 5 + 6 to do dressage?

Year 5: Raffle to raise money for the kitchen

Year 6: Quiz night and raffle

Updates from Ms Keany

The sound and lighting has been installed this summer. It looks fantastic. An engineer is coming to the school to show how to best use it. We are all looking forward to seeing the results. Thank you to the committee for the contribution.

Donation to the school library will be well spent. This year the focus will be on reading as it seems that children have lost some of the stamina to read. We would like to re-instate this stamina and will be working hard to achieve this. The school is therefore focusing on finding an author to come and visit each year group. They are also working on compiling a school list and will be spending the funds according to these needs. At the moment we have about £420 per year group to spend on books.

AOB

Book Swap:

The stay in line with the school focus, a book swap idea came up. This could be held during book week as an afternoon tea event. Books traded will have to match the year group the children belong to. The older children may even have to prepare a write up to "sell" their book.

Charity:

It would be in the school's interest to become a charity. This would mean that any donation could be tax deducted by parents and any other donors.

Action: Debbie, Sarah and Vanessa to look into steps to achieve this target.

New parents:

A McMillan coffee morning will be held on the Friday the 30th of September at School from 9.00 to 10.00. This will be an opportunity to meet some of the new parents but also some of the committee members.

School Photographs:

It would be nice to have a few helpers to "tidy up" the children before their picture is taken.

Nathalie and Catherine have offered help for the morning.

Debbie and Sarah will ask their mums to help in the afternoon.

School link

Bernie would like to step down. Julie happy to learn more about the role before committing.