

## PTA Committee Meeting 15 March 2016

**Attendance:** Irene Conway, Karen May, Ros Owen, Ruth Dorso, Lara Stokes, Jen Ingham, Emma Dadson, Lisa Guppy, Jen Watkiss

**Apologies:** Tania Wilson

### 1. Maths Workbooks

Karen has sent PTA an invoice for Work Books. **Action: Jen and Lara to arrange for payment.**

### 2. Ceilidh

We have sold 58 odd tickets. Ruth will look at selling some tickets through Jericho Cafe. Steph (from Saedly Dorus) has sent out email to her mailing list.

Discussed prices for bar: £3 for Peroni, £4 for Cotswold IPA, £10 a bottle of wine. Ruth ordered 100 plastic wine glasses, 100 plastic pint glasses - Agreed to double it. Also may get stickers and pens to name glasses.

We sold quite a few soft drinks at Quiz Night so she will organise cans of Coke and Diet Coke.

Lara & Jen organising snacks.

Discussed selling tickets at the door. **Action: Would sell tickets at the door.**

Discussed other requirements – lighting, timing, stage. Yr 3 has super assembly that day. Would be good to have stage. Can't leave stage assembled after assembly as need to have stage dismantled for gymnastics. At end of night, also need to dismantle stage and put away. Ask Steph where she wants stage. Needs to be 4m x 3m. **Action: School to check with Mr Matthews as to whether can still help for Friday and remuneration.**

Lighting? Christmas lights? Use lamps rather than overhead lights. Lisa and Ruth have disco balls.

Timing: Doors open 7.30pm. Band set up 6.30pm. Mood music for when band not playing? **Action: Ruth check with Steph regarding music.** Toilets along corridor. Visitor's toilets only required. Some support from staff: Ros and Irene coming. Ann Pool and husband and son coming.

Volunteers for clean up? Emily Ashley said would help at the bar. Ruth & Johan help at the bar. **Action: Ruth bring float.**

### Future Committee

Tania is stepping down as treasurer. Ruth Dorso has agreed to take on treasurer role. Becky Chamberlain leaving to go to US and Emma Dadson take on Projects role.

### Door and Mound

Premises Committee following up with door. It is confirmed that mound project is to proceed. Becky organising mound and just looking for date with contractor.

### Nearly New Sale

School renting out hall to performance group and have warned them that need access for fete. However, PTA also has booked hall for Sat 7 May to get organized for NNS next day. Availability on Sat is critical. Set up timing based on last year, was start set up at 12 noon and finished at around 8pm. NNS is 8 May. Need to get in as early as possible to run event. **Action: Karen and**

***Irene discuss with performance group to see if other options eg earlier start or possibly access nursery.***

General discussion regarding sponsorship for NNS and advertising. NNS Committee Meeting to decide about bags or not.

### **Fete**

Check in on fete. Tash and Mel happy to help out. Will need to have committee to help organise. May need to round up support from class reps.

### **Further support for school?**

Continue to help paying with residentials and life bus.

### **Dates**

18 April 2016 - next Committee meeting.

Art Open Evening- 26 May 2016

Friday 27 May pm - May Day dancing.

Open Meeting in May: 16 May 2016 2pm. This can cover fete preparation.