

## **PTA Committee Meeting 17 January 2017**

**Attendance:** Jen Ingham, Lara Stokes, Lisa Guppy, Anna Nileshtar, Jo Reeder, Karen May, Irene Conway

**Apologies:** Ruth Dorso, Emma Dadson

### **PTA Expenditure**

Jen presented school with a cheque for £1500 which was £100 for each classroom plus £100 for library. Irene confirmed a big thank you from the school.

School has arranged for rest of roof cover outside Lilac area. Cost approx £1600 plus VAT. PTA will contribute.

We have changed bank accounts and Lloyds account is up and running. Barclays account is still open while we sort out remaining admin issues.

### **Quiz Night**

Sold 85 tickets. Gen and Map work for Thaikhun - marketing and social media side of business. They are organising the food. Will need to re-heat main courses - currys and stirfry. Rice cookers available to cook rice on site.

### **Actions:**

- ***Gen needs to speak to Claire (the cook) to discuss how kitchen works.***
- ***Gen - remind about hot water and need to turn on boiler. Irene will be there to assist.***
- ***Cleaners to do hall first.***
- ***Stage to be set up.***
- ***Uplighters in PLC.***
- ***Batteries for LED candles.***
- ***Microphones.***
- ***Paper roll for tables***
- ***Check for pens.***
- ***TENS licence applied for.***
- ***Check with Quiz Masters about extra supplies.***

Entry time is 7.30pm and quiz starts at 8pm.

### **Premises update**

We have got another contractor who should be quoting against Outside Oxford. To finalise quotes for dais/stage, we will need a decision on covering courtyard.

Inside2outside have quoted. They look good but even though we said we would include antislip measures, the location of the legs for the cover are complicated and need to go in first.

Premises Committee should hopefully decide this point at next meeting.

### **Next events**

#### **1. Mother's Day**

Ruth organising. Anna will help. **Action: *Piano - ask Colin if he can play.***

#### **2. NNS**

May 7 is the date. Last year left over lost property went into sale. Will need to organise volunteers to wash lost property.

Yr 6 residential - 27 March to 31 March

Yr 4 residential - 24 April to 28 April.

**3. Fete**

Saturday June 17 2017.

**4. New Committee**

Looking for new people. Job spec? We have job specs already written. May try to reduce to "headlines" or "sound bites". **Action: Advertise for positions in newsletter.** Reasons why you might get involved? Want to help school get better, be part of the school community, help your children. Recommend do as a partnership. Coffee mornings for Year 1, 2 and 3 - raise as something to consider.

**Next meeting**

Tuesday 21 Feb - open meeting. Coffee and croissant.