

**St Philip & St James' Primary School PTA**  
**Committee Meeting Minutes**  
**10<sup>th</sup> January at 9am 2020**

**Present:** Jaqueline Morrison, Anna Nileswhar, Joanne Bowlit, Cid Dixon, Kate Cliffe, Ramon, Chris Herzog

**Apologies:**

Sarah Awuye, Alice  
Buxton, Beatrice  
Brown

1. **Welcome and introductions:** Chris Herzog, Ramon and Eva Walters welcomed to the committee. CH and R will jointly do IT. EW offered to be church and community outreach member and shadow AN to potentially take on class rep co-ord in Sept.
2. **Minutes of last meeting** – Agreed. Xmas Fair raised approx £730 for Gatehouse (to be match funded by Council). NNS date discussed, either shift to Autumn or not hold this year if a volunteer to lead is not forthcoming.
3. **February Quiz Night – 7<sup>th</sup> Feb** – The Griffiths will run the event. Jaqueline will apply for alcohol licence and ask The Standard about food. JB to ask Waste to Taste. Tickets on sale from 15<sup>th</sup> Jan. *(afternote – W2T keen but unavailable. Standard providing food. PTA Committee making deserts)*
4. **Book Day** – Jaqueline to ask for the head's opinion on the possibility of a book day to involve local authors, especially parents who are authors, in a day focused on enthusing children about books.
5. **Fair trade School** – JB has been asked if we could consider becoming a FairTrade school. This would involve PTA and staff in buying Fairtrade and involving this in the school curriculum. JM to discuss with head re possibility of appointing a FairTrade rep to meet with local organisation and take this forward. *(Judith@tradingfordevelopment.co.uk Judith Condor-Videl 07794508439 would be delighted to talk to you about Fairtrade locally. She is based in Jericho. JB)*
6. **Lost Property** – Sarah Griffiths has offered to sort the lost property. KC offered to help and to use the rails to display it so that it can be claimed more easily. Remainder to go to charity.
7. **Calendars** – Still available at school reception.
8. **AOB** –
  - a. Comms – need to be clearer. EW pointed out the benefits of community engagement fostered through the PTA to the SIAMS and OFSTED assessments (British Values). Eg. Having raised money for the Gatehouse, we could gain additional benefit by incorporating into assembly etc to reinforce links to community. Closer comms with PTA/school staff might help facilitate this.
  - b. Ramon suggested putting photos of the PTA team on the website – all to email photo and details of years of children to Ramon for the PTA website
  - c. Ramon/Chris to investigate putting PTA link more visibly on School website

The meeting closed at 10am.

Next meeting 7<sup>th</sup> February