

Minutes of the Aldryngton PTA meeting 16th January 2014

1. Present

Simon Feist; Claire Connell; Anna Neffendorf; Elaine Stewart; Philip Byrne; Kay Blackaby; Tony Hanson; Julia Franks

2. Apologies

Stephen Lea; Vicki Adams; Terri Gregory

3. Minutes of last meeting and matters arising

- We need to establish if there is an existing policy for promoting external linked events (e.g. Halloween party organised by parents). If Wokingham do not have a policy we can follow, we need to write our own. **Action JF – on-going**
- It was suggested that the school pool may get more use if it were to be indoors, would it be possible to place a building around it. **Update** – cost would be in the region of £75,000. Possibility of matched funding. However, if this amount of money were to be available this project would not be top of the school's priority list. It may be interesting to find out how other schools use their pools after they have had this done. **Action TH- but project will unlikely to be pursued**
- Stephen Lea's BCC list – it was not thought appropriate to use this going forward. SF and SW have been rationalising the email lists for PTA use, and parts of the web pages will be updated to include an option to register interest in helping and a suggestion box.
- Astro turf for outdoor stage - Lazy Lawn have been appointed at a cost of £4250
- Greenredeem is not accepting new fundraising applications at the moment, website to be checked for updates –**Action AN**
- Easy2name leaflets and easyfundraising leaflets to be put in the new starters pack **action AN & PB** to look at leaflet options, need to be ready by May.

There were no other matters arising and the Minutes were agreed to be an accurate record of the meeting on 28th November 2013 2013

4. Treasurer's report

The treasurer's report was discussed and will be available on the PTA page of the school website. The trustees report needs to be prepared so they can be sent with the accounts to the charity commission. **Action SF/AN/CC**

5. Review of the Christmas Fayre / Other Christmas activities

A summary of the takings from individual stalls is appended to these minutes.

Overall the fayre was very successful, but it was clear that a better hand-over / timeline for events is needed for the future. SF and TG have prepared an outline timeline for the next Christmas fair. Santa was as usual very busy, and it was agreed the whole event had a great buzz. Unfortunately over half of the promised commercial stalls failed to turn up. We need to be more specific about what jobs volunteers can do and how much time they will need to commit, and ask for the helpers early enough.

Wrap-a-present was a big success, next year we need to make sure the days for each year group are advertised more clearly to parents and staff. Sellotape dispensers to be purchased for next time. **Action AN**

Christmas cards were a little bit down on last year, possibly due to the short timescale. If we are to do it this year we need to look for helpers to run it at the end of summer term and get the template out in the first week of term.

Date of next Christmas fayre will be Saturday 6th December 2014

6. School funding partnership

The school will be running a Bag2school fundraiser to raise money for materials for the bottle greenhouse. PTA agreed to cover any shortfall in funds (14/11). **Approved**

7. Events this term

Disco – February 13th (Summer term disco date confirmed as 15th May)

Bingo and Bhuna evening – Friday 14th March

1. Temporary Event Notice required – **Action AN**
2. Investigate donations for the food – **Action SF**
3. Need to purchase spot prizes / overall prizes / bingo cards
4. Publicity
5. Entry fee agreed as £10 per head – adults only.

A document will be compiled for each PTA event outlining timescales / items needed / volunteer numbers to make planning easier over time. **Action AN to do cake sale doc / Action SF to do Happy's circus doc.**

8. Pool Club

It was agreed that pool club will run again this year. Date for first sub-committee meeting to be arranged. **Action SF**

9. Triathlon organisation

Try-a-tri will take place on Saturday 21st June 2014. It is intended that it will be a smaller scale than last year's event, with only Aldryngton pupils taking part. Important that we make the online donation aspect easier this year.

10. AOB

- Secondhand school uniform is not selling, do we need a regular sale? Should we have had a stall at the Christmas fayre for example? Vicki needs some helpers when sales take place.
- PTA garage is in a mess, need to set aside some time to sort it out – **action SF to arrange**
- Code for PTA Garage padlock is yet to be changed as we do not have the instructions – check with SL or google?
- Vodaphone group will be coming to freshen up the Lower school area (half term or Easter break) only cost to PTA will be materials and refreshments.

9. Dates of next meetings

Thursday 27th February – 7.00pm

Thursday 24th April

Thursday 12th June

Thursday 17th July

See the next page for a breakdown of the income from the Christmas Fayre

Christmas Profits

	2013			2012			2011		
	Income	Exp	Profit	Income	Exp	Profit	Income	Exp	Profit
Refreshments	693.12	307.85	385.27	401.48	224.07	177.41	637.67	251.45	386.22
Indian snacks			-	310.00	73.50	236.50		55.00	- 55.00
Bar			-	148.40		148.40			-
Subtotal	693.12	307.85	385.27	859.88	297.57	562.31	637.67	306.45	331.22
Grotto	221.50	50.00	171.50	239.00	31.00	208.00	283.00	171.73	111.27
Bottle Tombola	185.40		185.40	259.20		259.20	251.40		251.40
Teddy Tombola			-	42.70		42.70	123.15		123.15
Chocolate Game	148.94		148.94	163.45		163.45	100.95	12.00	88.95
Crafts	31.55	8.00	23.55	164.40	34.17	130.23	206.24	85.27	120.97
Raffle	151.00	50.40	100.60	162.00	65.00	97.00	233.79	37.96	195.83
Books	100.05		100.05	29.10		29.10			-
Waffles			-	86.60		86.60	44.00		44.00
Toys	104.85		104.85	48.20		48.20			-
Angry Birds	29.45		29.45	62.10	6.00	56.10			-
Cake raffle			-	17.20		17.20			-
Staff Raffle	129.00		129.00	115.90		115.90	117.00		117.00
Governor Raffle	56.05		56.05						
Face painting	61.00		61.00	78.00		78.00			-
WII jump			-			-	57.69		57.69
Commercial	21.50		21.50	64.70		64.70			-
Other costs		25.00	- 25.00		23.70	- 23.70		83.46	- 83.46
	1,933.41	441.25	1,492.16	2,392.43	457.44	1,934.99	2,054.89	696.87	1,358.02

	2013			2012			2011		
	Income	Exp	Profit	Income	Exp	Profit	Income	Exp	Profit
Upper School stalls	820.75	56.50	764.25	656.03	88.78	567.25	693.27	110.99	582.28
Grand Draw	610.00	300.00	310.00	940.00	364.51	575.49	713.00	364.51	348.49

	Income	Exp b fwd	Exp current yr	Exp c fwd	Total Exp	Profit
Wrap a present 2013	1316.07	228.48	263.12		491.6	824.47
Wrap a present 2012	954.41	192.74	401.63	-228.48	365.89	588.52
Wrap a present 2011	924	133.33	529.32	-192.74	469.91	454.09