**MINUTES OF COMMITTEE MEETING**

**Thursday 10th March 2016**

**Number 1 Castle Street 7.30pm**

1. **Attendees and Apologies**

Sarah Daw, Louisa Essenhigh, Rebecca Blackman, Lucy Debenham, Mr Wright, Stuart Turpin, Claire Hayes, Tricia Finning, Sheeja Thomas, Emma Lawer, Michelle Bowley, Rebecca Morgan Jones, Gail Small, Mr Turpin, Katie Seekings, Cindy Thomas, Sam Holloman, Sarah Morgan Jones, Jane Preston

Apologies were received from: Gemma Johnson, Amanda Joseph, Al Chapman, Gail Small, Rachael Capozzoli and Linda Preston

Frankie Pope has stepped down and Cindy Thomas has kindly agreed to take on the role in her place.

1. **Approval of the Minutes from the last Committee Meeting**

Proposed: Sam Holloman Seconded: Tricia Finning

1. **Matters Arising from the Minutes of the last Committee Meeting**

There were no matters arising.

1. **Chair’s Report**

Sarah reported that it doesn’t seem so long ago that we sat round the table at the beginning of term and commented that this term hasn’t been as busy for us although there is lots in the planning stage.

The reps meeting took place last week and we extend thanks to Erin Houston, Tricia Finning, Gemma Johnson, Rebecca Morgan Jones and Rachael Capozzoli for attending. We talked about communication between school and parents and how this could be improved, discussing the website, clarion calls and the diary along the way.

It was agreed that these seem to be working well, and Mr Wright discussed some ways of making the website more accessible. Lots of useful ideas shared.

Having put a small article in the Junior Times, we have a little bit more second hand uniform to sell. Sarah asked that people feel free to pop any more uniform that their child has outgrown into the office and we will be pleased to sell it for you.

Lucy is preparing a float for the sale which will be held in St. David’s hall on Monday 14th March from 3pm until 4.30.

Katie Seekings, Gemma Johnson, Tricia Finning and Rebecca Blackman will be there to help, though Rebecca can’t stay until the end. Lucy and Rebecca will met at 2pm to set up. It was agreed that we can leave the uniform in the green room after the sale, and Sarah Morgan Jones, Katie Seekings and Michelle Bowley offered to help transfer back to the PTA room on Tuesday morning first thing.

Helpers are reminded to sign in first and to check the code for 30a to enable ease of movement of uniform across from the hall.

The Easter egg hunt for Pre Prep is nearly upon us. Sarah reported that all was well once we had found the head for the Easter Bunny (!!) and that chocolate has been purchased and prized bought. The questions are all worked out too.

Thanks to all those who have offered to help:

Michelle Bowley, Rachael Capozzoli, Erin Houston, Rebecca Morgan Jones, Beccy Lively, Tricia Finning and Lucy Debenham.

After the Egg hunt, there will be coffee and cake in the library whilst we all wait for pick up.

The Easter Disco ticket sales are underway with virtual tickets available priced £3 to include disco, prizes and food. Lucy pointed out that this was a price drop from last year, but Sarah was happy for us to support any costs incurred as £3 seemed plenty to charge and this is for the children.

Thanks to those who agreed to help:

Years 3 and 4: Amanda Joseph and Louisa Essenhigh

Years 5 and 6: Linda Preston, Claire Hayes, Katie Seekings and Gail Small

The Summer Ball is taking place on 10th June at the Left Bank, priced at £55 per head to include 2 glasses of Prosecco, nibbles, a 3 course seasonal sit down meal, tea, coffee and mints.

This year there will be a live band, a magician/hypnotist and a DIY photo booth – any help with props and costumes greatly appreciated!

There will be no ball next year as this will now be bi annual, and we will be looking to host a completely different event next summer to appeal to everyone.

The biggest support you can give the evening is to talk to your year group parents about tickets. Table sizes are flexible this year, so no need to worry if you can’t make up a table of ten.

Charity Auction lots are steadily coming in, and we have had some fantastic offers. If anybody has anything they could offer, either in terms of something tangible or your time in some way, please talk to us. If you have a particular skill it may well be that you could offer something along those lines.

Charities were discussed and it was agreed that a proportion of our funds would be allocated to:

Concern Universal, an international charity suggested by Sam Holloman and The Marches Family Network suggested by Cindy Thomas. The Marches Family network provides respite care for families at a time when budgets for this crucial work are being cut.

Mr Turpin asked if we could make a donation to a charity in the name of the former Head Teacher Edward Tomlinson via the Old Herefordians. A cricket tournament in Gloucester is taking place to raise money for the Assuon Foundation Trust providing textbooks and computers for children in Ghana, The Superhero Foundation and The Primary Club which support blind and partially sighted children. It was agreed that we would make a donation towards this event to support the nominated charities. Mr Turpin will be entering teams.

Sarah thanked all the reps who have organised socials and coffee mornings/afternoons. She reminded everyone about the reps’ night out on Friday 18th March meeting at Zanes then onto the Champagne Signature restaurant.

Sarah asked about doing a summer fete and it was resolved that we should. She asked everyone to think about stalls ready for the next meeting.

1. **Headmaster’s Report**

Mr Wright thanked the PTA again for their support with the solar panels. The first feed in tariff received is £191, and is the equivalent of one megawatt hour or boiling 333 kettles for an hour!

So far we have saved 1.2 tonnes of Co2, not bad for January and February!

Mr Wright also thanked the reps who attended the meeting last week.

Claire Hayes asked that days for meeting be considered ad many are on Tuesdays we she is unable to do.

1. **Treasurers Report**

Not much to report this time but over £70 made selling photos at the Year 5 play, £100 taken with £26 costs.

Easter eggs for all children have been purchased.

1. **Second Hand Uniform**

There will be a Second Hand Uniform Sale on Monday 14th March from 3pm – 4.30pm.

See Chair’s report for details of this.

Thanks again to helpers and a reminder that Mr Turpin suggested asking for donations of unwanted football boots.

1. **Summer Ball**

See Chair’s Report.

1. **Any Other Business**

Nothing to raise here

1. **Date of next meeting: To be advised.**

**Meeting concluded at 8.30pm**

**Rebecca Blackman**

**Secretary**

**10/03/16**

**These minutes are a true representation of the meeting held on Thursday 10th March 2016.**

**Proposed……………………………………………………………………………**

**Seconded ……………………………………………………………………………**