

Minutes of Eyam School PTA Meeting

Wednesday 19th October 2016 at 8.00pm at the Mechanics Institute

1. Attendees – Louise Heath (Chair), Becky Edwards (Vice-Chair), Julia Pritchard (Treasurer), Mrs Gilbertson, Jo Tinker (Secretary), Pam Cocker

Apologies – Rachel Wright, Jenny Blackaby

Louise Heath welcomed everyone to the meeting.

2. Election of PTA Committee Members

Louise Heath (Chair), Becky Edwards (Vice-chair) and Julia Pritchard (Treasurer) expressed their wish to step down from the committee, having made a wonderful contribution over the past years. The PTA thanked them for their great service and many hours of hard work on behalf of the school.

It was pointed out that there is a legal requirement for the PTA to have a committee consisting of at least Chair, Treasurer and Secretary.

In the absence of anyone having volunteered before the meeting, and no-one at the meeting expressing a wish to become Chair, it was decided that an extraordinary meeting was required at school to alert parents to the urgent need to appoint a Chair, and to make them aware of the roles that need taking on for the events throughout the year.

It was agreed that this would take place on Thursday 3rd November at 8.40am for a short meeting. A text message would be sent out on Monday 31st October to all parents, it would be mentioned in the newsletter going out on Friday 21st October, and a slip would go out in bookbags on Monday 31st October as well so all parents should be aware.

**Actions – Mrs Gilbertson to sort out a text to parents.
Jo to make a slip for bookbags**

Louise Heath kindly offered to stay on as vice-chair for the next year to aid the new Chair and ensure a smooth handover.

In advance of the meeting a list of potential roles would be drawn up for people to sign up to at the meeting, to include the numerous events put on throughout the year and the small roles needing to be filled.

Action - Jo and Louise to do this.

Jayne Pritzlaff volunteered to be the new secretary and Jo Tinker will be the new treasurer.

Action - Jayne to see if Jenny Blackaby is happy to continue as uniform coordinator.

3. Feedback from recent events

Summer Fair – It was agreed that this was a great event, with a wonderful turnout despite the terrible weather. A grand sum of £829.88 was raised. The PTA would like to thank Sarah Martin and Melonie Rawson for their very hard work in organising the Fair this year.

Orienteering event – This took place last Saturday and, again, enjoyed a great turnout.

There were lots of people from outside the village attending, and everyone had a great time. We raised £203.83. The PTA would like to thank Rachel Wright for her great organisation and hard work.

Easyfundraising – Since beginning to use Easyfundraising, the PTA have raised £501.78. Last academic year the total was £185. This is a great little earner for doing nothing other than shopping online through the website. It was agreed again that more can be done to advertise this.

Action – Jo to send a link and info to Mrs Gilbertson to put into the newsletter with a further encouragement to use it, especially with Christmas coming up.

- **Louise, Jo and Jayne to look into other ways of promoting it.**

Christmas Cards – The PTA would like to thank Caroline O'Connell for organising the Christmas cards again in such good time as to earn lots of discounts and bonuses for the PTA.

4. Financial position as at 18.10.16

Julia presented the accounts to us. They have been audited and approved.

⤴ Current Account -	£14,809.64
⤴ Savings (Bonfire) -	£ 4,020.43

The accounts are attached as an appendix for further detail.

Mrs Gilbertson updated that the new garden cost totals £11,000, so, after that has been paid for in full, the current account will have £3,809.64.

5. Kitchen garden update

Mrs Gilbertson informed the PTA that the kitchen garden is 99% finished. There are just a few minor finishing touches to be done, then it will be planted and officially 'opened'. The PTA agreed that it looked wonderful and will be a great resource for the children.

Tyre park – Mrs Gilbertson is waiting for the grant to come back to help with the cost of installing this.

6. Financial commitments for 2016/2017

Louise Heath advised that the current financial commitments for the next academic year are the pantomime tickets and the children's Christmas presents.

7. Proposed calendar for 2016/2017

Bonfire – Saturday 5th November 2016

Clare Hepworth sent an update from the bonfire committee to outline the current status. She advised that some local businesses were providing sponsorship this year, which would help with the costs. The PTA is very grateful for their help. Last year 1400 tickets were sold, so, in light of this, she has arranged increased insurance, and increased car parking provision, as well as other steps to ensure everyone's safety.

She advised that helpers are needed for:

- ⤴ Collecting wood on Saturday morning at 9am – it was suggested that this could be something Dads could be particularly involved with

- ⤴ Marshalling on Saturday night
- ⤴ Cleaning up the firework bits on Sunday morning

Action – Clare to put in a request for helpers in the newsletter and via text.

It was noted that tickets are on sale all around Eyam and in Calver and Baslow.

Victorian Coffee morning - 26th November 2016

Louise gave an update for the proposed PTA stalls at this event again. There will be a basket/hamper stall and the cake stall, as well as the associated calendar stall by Christine Jackson. Louise will continue to organise this event and will send out a letter to parents asking for baskets/contributions and cake contributions after half term.

8. Website

Mrs Gilbertson noted that the school has a new website, currently in the process of being updated and created. The PTA section needs updating and should include a calendar of events, photos of past events, committee details and a link to the Facebook page and Easyfundraising.

Jayne raised the difficulty of only being able to update the website in the school office, and Mrs Gilbertson agreed to look into whether or not a remote access could be provided for someone to update and maintain the PTA section without needing to use the school computers.

Action – Mrs Gilbertson to look into remote access for the PTA website

9. Any other business

School trips

Mrs Gilbertson asked how much the PTA had contributed towards school trips last year, in order that that amount might be ringfenced before further spending was incurred. Julia advised that it was £2059, so it was agreed that this should be kept in mind when looking into further spending for events or items throughout the year.

Christmas presents

There was a discussion as to what to buy for the children for the Christmas presents. Everyone agreed to think and investigate.

Ecokids

Pam raised ideas about expanding the ecokids. She suggested a jumble sale, a car boot, or a fashion show/clothes swap. Julia noted an idea from another parent had been suggested of a table top sale around the village.

Christmas Pantomime

Pam Cocker volunteered to buy and deliver ice cream for the pantomime.

Film club

Mrs Gilbertson asked about the film club idea, which had been talked about earlier last year. It was advised that it could go ahead but just needed someone to coordinate it. It was noted that it could go on the list of roles needing to be filled that would be presented at the meeting on 3rd November and see if a volunteer came forward.

The meeting closed at 10.10pm.