

# New Scotland Hill PTA

Wednesday 26<sup>th</sup> September, 2001

Present:        Sally Kent                                Linda Northover  
                  Sue Stone                                     Sarah Ponsford  
                  John Walton                                    Niki Hennah  
                  Julie Jones                                    Sally Armstrong-Davies  
                  Sara Wright                                   Julie Armstrong – Wood  
                  Kim Paine                                     Steph Blades

Apologies:    Dill Westerman – Childs  
                  Jane Marshall  
                  Dave Burton

## Minutes

The minutes of the last meeting were approved.

## Chairperson Report

Sally Kent welcomed everyone to the PTA meeting. Sally stated the strategy for the PTA this year is “to do a small number of events but to do them well”.

She stated that we needed to get the committee for the Xmas Bazaar organized by March 2002 for December 2002 and the summer committee up and running by January 2002 for the Fete in summer 2002.

## Ladies Evening

Tickets are now on sale. A number of stalls have been arranged but as yet ticket sales have been slow. A suggestion was made that advanced tickets should be sold cheaper than those sold on the door. It was suggest that a note be sent home, which would outline the stalls available and the tickets prices. Sue to action

It was suggested it would be nice to have wine out of wine glasses, Tesco apparently hirer them at a very competitive rate. Also it was suggest that raffle tickets be purchased at £1.00 per time and a free glass of wine was made available with the ticket. Sue would ask Stewart to set up the Television and video for the Ladies night.

## Christmas Bazaar

Sally Kent reported that the handicraft items for the Christmas Bazaar have been sorted. Lisa Newby has kindly agreed to do the food in the school kitchen and Andy has agreed to supply some Donuts. The food will be served from the hatch in the hall. The Raffle will also be held in the hall, Year 3 Classroom, the IT room and KS1 & 2 classrooms will be used for the Bazaar Stalls. Help is required to organize and run stalls – anyone interested to contact Sally Kent.

Sally Armstrong-Davies & Kim have agreed to come in on the Saturday to set up. Floats to be agreed and details pass to John.

All PTA members to donate one 6 Pack of mince pies for the Bazaar – Tesco's Deep Filled was mentioned.

Lisa will do a menu of food available to purchase. It is expected to include:

Jacket potatoes with various fillings

Mince Pies

Donuts

Mulled Wine

Tea & Coffee

Stephanie Blades said she would write some letters to request prizes from local Companies and was then promoted to "Promotions Co-ordinator", much to her surprise.

### Summer Fete

The theme for the summer fete was agreed to be **Kings & Queens** – due to the fact it is Golden Jubilee Year.

Date for the Fete: Saturday 23<sup>rd</sup> June. Sally Armstrong-Davies agreed to look at the entertainment. Raffle tickets to be organized.

Stephanie Blades was asked to contact some local Companies to obtain Raffle prizes. Any one interested in being on the Summer Fete Committee to contact Sally Kent.

Other items to be considered later:

Bouncy Castle - Julie Gibbons apparently can arrange

Some displays to be arranged: Karate, Judo or Ballet

### PTA Shed

Sally Kent had obtained a quote for a new shed – for a new 10 x 8 shed to be put up, the old one pulled down and taken away the cost was: £1,121, or for a 10 x 12 shed the cost would be £ 1,529.

The committee agreed that this was a great deal of money. Sally Armstrong –Davies said she would talk to her contact to see if we can get a shed at a cheaper rate, and investigate putting it up ourselves. Progress to be reported back at next meeting.

The contents of the shed do need to be sorted and rationalized. PTA to action.

### Treasurers Report

John felt that there was not much more to say on the Treasures report as it had been outlined in the AGM.

He pointed out that the PTA was carrying £6 – 7,000 forward and it really only needed a float of about £2,500 for events.

The £500 had been paid to Stewart for overtime. The electricity bill for the pool had been paid

### Cartridges

It was agreed that the collection of Cartridges should be re-instated. Linda Northover and Sally Kent to Check the situation and then re-issue a letter to the school.

### Newsletter

Sally Kent suggested that it would be a good idea for the PTA to send out a newsletter to all parents, informing them of who we are, what we do and what we are trying to achieve for the year.

### Harvest Festival

Linda Northover informed the PTA that there would be only one Harvest Festival this year on the 12<sup>th</sup> October. Any parents who could help with the packing and distribution of the food would be appreciated. Kim/Sally & Stephanie kindly agreed. Sally Kent said she would order the loaf.

### School Uniform

Linda Northover stated that the school is currently looking into making some small changes to the uniform. A display of some of the Uniform ideas would be available in the entrance hall at the ladies evening, so feedback can be obtained.

John reported that the PTA has 12 pairs of red shorts in stock – which would not be sold now – due to the change in uniform. Linda asked if they could be donated to the school for children who forgot their kit.

It was asked if a better location could be found for the stock cupboard which holds the uniforms. Linda stated that she understood it was not ideal but at present, there was nowhere else. Once the classrooms have been sorted out she would look again for a suitable space.

There will be a new parent's morning on 29<sup>th</sup> November. It was suggested that order forms be available for this date.

The uniform price list needs to be reviewed in October. Julie & John to action.

### Projects for PTA

Linda Northover stated that there were three main areas she would like the PTA to assist the school on this year.

- 1) ICT Require equipment – Dill Westerman- Childs to supply a list of requirements
- 2) New Furniture for KS2 to purchase 3 Storage cupboards to replace the metal ones  
Approx. cost: £ 1,000. John asked for details of the types of cupboards required as he stated He may be able to purchase them at a cheaper price. Linda Northover to supply.
- 3) Equipment for "Pine", Sarah Ponsford showed a list of equipment required for the re-furb of The reception class room. It was agreed that £1,200 will be made available to purchase the Equipment and that the re-furbishment of the Pine classroom will be made a project area for The PTA this year. Sarah Ponsford to order the equipment.

### Calendar

Sally Armstrong- Davies discussed the School Calendar; it was agreed after much debate that the PTA would produce the Calendar itself. Sarah Ponsford was asked to talk to the children, to get the self-portraits complete. Once this was complete a Calendar team would print and assemble.

### Other Dates

The quiz date was set for 2<sup>nd</sup> Feb 2002, and the Auction of Promises set for 27<sup>th</sup> April 2002

### AOB

Sarah Wright suggested it would be a good idea to Video the Christmas play and sell it on to parents to provide revenue for the school. Also the photos could be sold.

It was suggested that the school might hold a Car Boot Sale to raise funds.

A liquor license needs to be applied for; Sally Kent to check with Jackie.

The meeting closed at 9.45pm.

Next meeting : Wednesday 7<sup>th</sup> November 2001 at 8.00 p.m.