

New Scotland Hill PTA

Wednesday 9th January, 2002

Present: Sally Kent Sally Armstrong-Davies
 Steph Blades Julie Armstrong-Wood
 John Walton Niki Hennah
 Julie Jones Sara Wright
 Susan Thomas Kim Paine
 Andrea Harding

Apologies: Linda Northover
 Dill Westerman – Childs
 Sarah Ponsford
 Dave Burton

Minutes

The minutes of the last meeting were approved & signed by Sally

Constitution and Allocation of Funds

John stated that on the behalf of the PTA we have joined the National Confederation of PTA's, In order for us to use the organization to assist us in our duties as PTA members. John also stated that we are technically a charity and as such we are all trustees. There is no real advantage to being a charity but we stay legal.

It was discussed that we need to adopt a new constitution as the current one doesn't reflect the mood of the current PTA and does not contain sufficient detail. It was also proposed that we introduce some standard operating instructions so that we can have a professional and efficient way of dealing with requests.

If anyone has any ideas or suggests on how we should operate please email or post them to John.

Action: All

In order to implement the a new constitution, we are required to hold an Extraordinary General Meeting and give 21 days notice. It was decided that EGM would be held on 6th February at the school and a letter is being

published notifying parents. The meeting will commence at 8.00 p.m. Items for the agenda include: -

- 1) Adoption of a new constitution
- 2) Introduction of new operating procedures
- 3) AOB – notice to the chairperson prior the meeting.

Action: Niki

Treasurers Report

John reported that we had made a profit of £2,669 in total from the Christmas Bazaar, this included £151 from the school disco.

It was decided that the school disco should only be 50 pence next year and that we buy sweets that are

already bagged up.

John stated that he had written the cheque for the furniture for Pine Class and the Cupboards total of £ 2730.55.

We had received a request to purchase a Projector for use with School Laptops. After discussion it was felt that this was not appropriate use of PTA funds and the request was declined.

We also had a request from Miss Horner to purchase bookcases for her classroom at a cost of £300, this request was approved.

Chairpersons Report

Shed

Shed is ready to go – we are just waiting for a time slot from Mr Armstrong-Wood for delivery and construction to co-side with Stuart.

Quiz Night

We are looking into the possibility of providing a Fish & Chip supper. Depending on outcome the cost will either be £ 3.00 or £ 5.00 per head.

Steph volunteered to assist with the bar. Letter to go out to all parents highlighting the event.

Auction of Promises

Nothing has been done on this issue – Sally AD will contact Jackie Coley to see if any progress has been made.

Summer Fete

Sally Kent and Kim stated that they would not be running this event this year, as they have co-ordinated for the last 2 years. Julie AW agreed to be the Event Manager with the assistance of Niki, Steph, Sarah W & Julie J.

Julie will set up a separate meeting to discuss. Sally & Kim to provide Julie with any information from previous years

Steph said she would sort out the raffle prizes.

Sally Kent will sort out Raffle Tickets

John Walton – stated he would do the event programme

School Uniform

School Uniform will be discussed with the Governor's at the beginning of February.

Julie will attempt to sell all current stock, before the new uniform is introduced.

Any other Business

Sally AD brought up the fact that she felt a Golden Jubilee Ball would be a good fundraiser.

John agreed to investigate this idea with Sally's assistance.

John stated that also next year, we may consider doing a Burns Night.

Sally Kent stated that she had been given 10 sets of tickets to see the Bracknell Bees. It was decided that these should be given as a prize for the Quiz night.

Sally Kent asked the PTA if we would be prepared to give a gift to each child in the school – including the nursery to commemorate the Golden jubilee. It was decided that Medal should be ordered for each pupil at a cost of £1.14 per child.

Sally Kent & Sally AD are looking into the possibility of organizing a street party for the Children in the school for the Jubilee. Possible Date: Last day of Term.

Next Meeting; Wednesday 6th February after the EGM

Meeting Ended at 9.30 p.m.