



**NEW SCOTLAND HILL PTA
Wednesday 11th September 2002**

Present: Sally Kent John Walton
 Julie Jones Niki Hennah
 Steph Blades Theresa ?
 Linda Northover Sarah Ponsford
 Dill Westerman-Childs Kim Paine

Apologies: Sally Armstrong-Davies Andrea Harding
 Dave Burton
 Julie Armstrong-Wood
 Sara Wright

Previous Minutes

The minutes of the last meeting were approved and signed by Sally Kent.

Chairpersons Report

Sally welcomed Theresa to the PTA.

Harvest Festival.

Harvest Festival was confirmed as Friday 11th October at 10.00 a.m. Sally said she would order the loaf and asked for people to volunteer to distribute the food parcels to the local community. 2 Adults need to be present with the children for Health & Safety reasons. Action SK

It was decided that some food would be distributed to the Day Center, but that we would also issue a letter to the names we have on our current list, to see if it is upto date and if the people still require the hampers. Niki agreed to do & send out a letter a letter. Sally to supply current list.
Action SK/NH

It was suggested that photocopier boxes could be used to put the food in. Anyone who has any boxes could they please bring them in on the 11th October.

Christmas Bazaar

The date for the Christmas Bazaar has been set for Sunday 24th November. John brought in a Christmas pudding for the PTA to taste. It was agreed that we would order 2 dozen with the school logo on to sell at the Bazaar.
Action: JW

It was agreed that we would produce a " Tea Towel" this year as a fund raiser. The cost to produce between 200 and 299 tea towels was £ 1.65 per tea towel. It was agreed that we would sell them for £ 3.00 or two for £5.00.

Julie stated that the presents for Santa to distribute were almost complete and have come out at about 80 pence per present. Steph stated that she has sent the letter asking for raffle prizes and donations. Sally K agreed to organise the raffle tickets.

Sally asked for some volunteers to form a sub-committee to sort out the details of the Bazaar. Niki, Kim, Theresa, Steph and Sally K will form the sub-committee. Sally will contact the committee to arrange a date for a meeting

Action: SK

Christmas Disco

The disco is all booked; we need to get lots of cups, as they were used very quickly last year.

Kim and Steph agreed to man or should I say woman the door. Niki said she would serve the drinks.

John will provide a float for the door.

AGM

The AGM is set for 8.00 p.m. on Tuesday 8th October. It was agreed that Wine and Soft Drinks would be served.

A letter will be sent to parents informing them of the meeting & a poster will be produced with the agenda on.

Action: NH

John asked if anyone will be standing down from the PTA. Everyone will be remaining in post for this year. Sally K stated that she might be standing down next year.

Any changes to the constitution must be made at the AGM.

Headteachers Report

Linda stated that the drainage work on the field is now complete and that the school playground has some new games painted on it. The work on the outside classroom and the repair of the school playground equipment will be commencing shortly. John said he would take some " after" photo's to put on the website.

Action: JW

Linda produced a document from the Safety Advisory group, with regard to organising safe events.

Niki said she would look at the document for future reference. Niki will copy and send the original back to Linda.

Action: NH

Treasurers Report

John produced the draft accounts for year ending 31/08/02. He stated that he would get the accounts audited prior to the AGM in October. Copy attached.

AOB

Sally has reported back on the "Flag Pole" issue. It was decided that the idea should be put to the school council to see what their views were.

Steph asked if we would be doing any other events. Theresa had a good suggestion regarding a Circus performance. This was discussed in detail, the following ideas where discussed.

Quiz night in January

Fashion Show in March

Summer Fete in June (including a Bike Auction)

Circus in July

All events to be advised.

Date of Next Meeting: Tuesday 8th October 2002 – after the AGM
Meeting Closed at 9.30 p.m.