

Minutes for Cavendish PTA meeting 08.11.11

Present: Simon Manning, Claire Powell, Laura Burke, Jen Barnes, Carole Spiller, Clare McCarron, Rob King, Carolynne Allmark, David Griffiths, Rachel Boyd, Cath Jones, Mary MacLaclan.

Apologies: Paul Tempest, Suzannah Reeves, Lisa Gibbons, Jan Mitton, Lee Fullwood.

1. Bonfire

Agreed this was a success.

Need more glowsticks/mulled wine next year and should increase the ticket price.

2. Christmas Fair

JLS tickets are the main raffle prize. Rachel to confirm this. RB

Ask Helen at Didsbury Life to email local businesses re donating raffle prizes CM

Design 64 have offered to donate mugs.

Agreed to print raffle tickets as 'JLS main prize plus assortment of other goodies!'

Need to allow 1 week to print tickets and order before the end of next week (Gledhills printers).

Selling tickets – send home with children in sets of five and also sell some on the day.

Santa – books bought for Santa that need wrapping, grouped by age rather than sex. Stored in PTA cupboard for handing out to PTA volunteers to wrap. Claire M organising distribution. CM

Gary is going to be Santa.

Need donations for cake stall.

Will defrost and use meat and veggie chilli left over from Bonfire night to sell.

David to ask Sophia about doing some Asian food. DG

Claire P to ask Mrs Hussain about doing some Asian food. CP

Will do hot dogs for the kids but no tuck needed as still plenty left over from CavFest!

Janet to announce the raffle.

Decorations – could ask the kids to do stars, decorate biscuits.
Agreed not to use bouncy castle
Agreed to buy new gazebo for Parrswood and keep their pop up gazebo for our PTA use
Set up the night before as usual.
Janet to get teachers to help out on stalls

3. Gardening Update

Polytunnel has been slashed and plants pulled up.
Claire M contacted South Manchester Reporter.
Discussion of whether we need to report to Police to get an incident number.
Rob going to speak to Leonie about cost to repair rather than replace. RK
Claire P thought that Pete Webb may be able to supply the polythene CP
needed so will follow that up.
Rob to take photos RK
Suggested claiming on the school's insurance to cover costs (if its insured) DG
and the PTA could cover the excess. DG to check.
Also suggested the money could come out of the 4.5k cash grant.
The 700 raised at the bonfire gives us enough to cover Leonie's wages till
the end of the school year.

4. Teacher's Requests for Funds

Nursery requested two items as follows:

a) Tyre Park:

Agreed to give 1k to Nursery to develop their outdoor environment by funding the installation of a Tyre Park in their playground. The Park will encourage development of gross motor skills, balance, climbing etc and use can be extended to role-play such as den making.

Suggested running invoice through school so they don't have to pay the VAT (total cost quoted was 1k plus VAT).

b) Parents' Room:

Requested a further £1k to update the nursery furniture in the Parents Room of the Nursery, which is also used by toddler groups, yogabugs, for training. Sofa is currently being propped up by bricks as one leg is broken so this is an urgent request as obviously not safe.

Agreed to fund £500 towards this rather than the full 1k as this will CP

cover the most urgent item – new sofas – and the Nursery staff have agreed to check out Shawgrove School and FreeCycle to see if they can obtain rest of furniture like coffee tables, toy storage needed from these sourced instead.

5. Reading Club

Starting this week and run by Mary El-Arabi. Going to charge 50p per child per session and can hold up to 22 children.

Needs funds to buy sets of books for the children to read together.

Agreed to give £250 to allow her to buy a few sets at once for the first few sessions.

Suggested Mary ask the children to take it in turns to review each book and send their review to be published in the weekly newsletter.

6. Demonstrating how PTA money raised is spent

Agreed we need to better promote how cash raised by the PTA is spent.

Simon to organise for Dan to update the PTA website.

SM

Claire P to order A3 card backing to enable us to put items on the PTA noticeboard as they happen i.e. announce when the new kiln arrives, update on the Crucial Crew (thank you letters from the teachers who receive funds), Christmas Theatre show etc. Could also be used to promote upcoming events.

CP

7. Payroll Giving

Carole Spiller suggested we promote this to working parents as a way of regularly donating to the PTA through their payroll, as using this means their donations are automatically topped up by the government.

Carole to write a letter to go home to parents (i.e. 'if you haven't got time to bake a cake for us, why not do this instead!')

CS

Also raised the need to further promote easyfundraising.co.uk and Simon suggested adding the link to the end of PTA and school newsletter emails.

SM

8. AOB

CavFest:

- Agreed to go for Saturday 14th July 2012 so just before the end of the summer term and this also means we can combine with the Summer Fair.

- Need to look at ways of boosting profits not just by raising the ticket price – for example producing and selling our own food to cut down on the need for caterers.
- Simon believes he could get a licence to sell tickets to 3000 rather than 2000 people.
- There should be two children's marquees – perhaps one for more lovely activities and the other for arts and crafts etc.
- Rachel to check if key acts are able to do this date and will report back.

RB

Date of next meeting – Tuesday 17 January 2012.