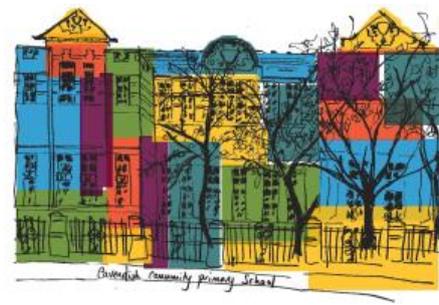




Cavendish PTA



Minutes for Cavendish PTA meeting 13.01.2016

Present: Dawn Lappin (Chair), Jen Barnes (Treasurer), Janet Marland (JM), Rob King, Helen Burton (Marketing), Nicola Sherlock, Rachel Myers, Joanna Charnock, Lorna Cook, Michelle Threlfall, Mike Tate, Fahim Aktar (FA), Julia Henderson

- 1. Apologies:** Catherine Mckinnon (Secretary), Simon Manning (SM), Caroline McGillard (Vice Chair, CMc), Catherine Alnuamaani, Petra Lewis

2. Update on Events Since Last Meeting:

Dawn reported that the Christmas fair raised just over £3000. This is the largest amount raised at xmas fair to date.

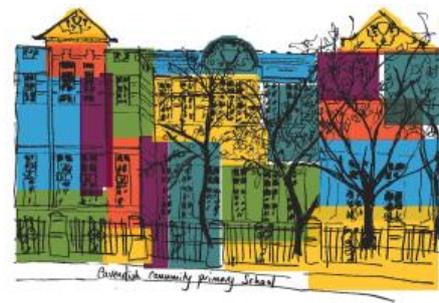
Breaking it down, the raffle did really well to contribute to this figure (approx. £800 profit)- reception helped to sell tickets with lots of pre-fair sales and great prizes. The reindeer were a great addition and Dawn is keen to make more of a feature of them and Santa's Grotto next Christmas to boost fund-raising further. As always, lots of hard work by lots of volunteers and staff helped the overall effort.

Dawn suggested we review the sales of tickets for the Grotto on ParentPay next year and consider closing the bookings the day before to avoid another system crash. It was also difficult to keep track of who had paid- suggestion made to issue tickets once paid? Dawn & Jen felt it would be sufficient to either print receipt or show receipt on smart phone on the day.

Dawn also mentioned that the books/presents in the grotto very nearly ran out; JM suggested that next year there will not be many more children as KS1 & EYFS are now at full capacity so will be easier to calculate quantities required.



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- **Exact Breakdown**

Profit cash from night: £2,118.88

Pre Sales Santa Grotto: £412.50

Pre Raffle Sales: £797.00

Sub Total: £3,328.38

Expenses: £476.76

PTA Total (minus expenses): **£2,851.62**

Additional: Yr 4 £99 and KS1 £166.07 (Allocated to specific yr groups)

Overall Total for the Fair: £3,116.69!

Dawn asked for ideas for improvements for next year. FA mentioned approaching Asian restaurants on Wilmslow Rd for raffle prizes. Any other ideas to Dawn/ PTA email enquiries@cavendishpta.org.uk

3. Financial Update:

Jen stated that the current PTA bank balance is £4143.

Dawn relayed the following from Si Manning

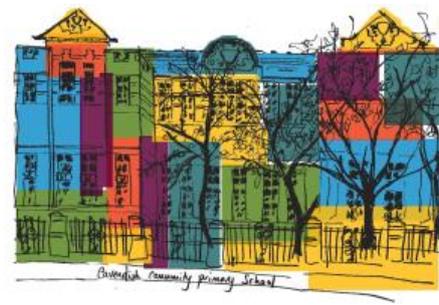
“Simon Manning has confirmed that all paperwork up to September 2015 has now been filed with the Charity Commission and he would like to thank John Haynes for stepping in at the last minute and auditing the 2012/13 accounts”.

4. Marketing Update:

Marketing is going well; Helen is posting regular updates on social media and another edition of the new PTA Newsletter is due this half term which will tell parents about school projects supported by PTA funds, amounts raised at fundraising events, details of upcoming events & meetings etc.



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5. Teachers' Requests for Funds:

Primary Sing Around by One Education 29th & 30th March – Mike Tate teaches Yr 5 and Music, would like to involve Yrs 1, 2, 3 and 5 in this resource which provides the children with 1 in-school session per year group with staff from the Cosmo Rodewald Concert Theatre in Manchester, a resource pack to learn the songs in school and then a trip to the concert hall to perform with other schools (similar to The Big Sing). **£910 needed** for the event and £900 for coaches. Mike suggested a £2 donation from parents which would raise £600 approx.

Chinese Calligraphy classes at Rylands University Library- Michelle Threlfall would like to ask for funds to take children from Y3 & 4 to incorporate their Egyptians/ Hieroglyphics Topic. Class is free but need **£78 Yr 3 for tram and £115 Yr4** for tram (60 children)

Skylanders- Rachel Myers wanted to check where we were up to with the previous request for Skylander toys for Yr5&6 interventions. Dawn is sure CMc had said she could donate some & will check with her. JM also felt we could put a request for donations of used Skylander toys in the next school newsletter. **Action DL & JM**

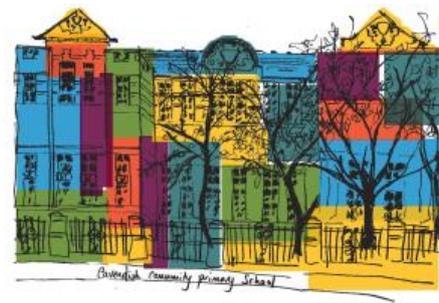
Chinese New Year Martial Arts Dancers- Mrs Marland put forward a request for **£150** to pay for 4x 30minute lion dancing display for Chinese New Year (5th Feb)

ASC Domestic Play Enhancements- Mrs Marland presented Clare Powell's request for financial support to buy tea sets, playdoh, Mobilo, tables & chairs, plastic food etc for the Before/After School Club. **Full Amount £716** (Without Mobilo £571)

School Sound System- the current system is 8yrs+ and CD tray is broken, JM asked if PTA could fund approx. half of the £805.17 for a new one which has usb connections and can be portable for outdoor exercise/dance sessions. School will pay £405.17. **£400 needed.**



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Total request total £3369. If PTA donates all, it will leave the bank balance at £700 which is too low for future fund raising events. A discussion resulted in all present agreeing that if the Sing Around could ask for a bigger contribution from parents to fund the travel costs (£3) and PTA fund the theatre/resources it would leave the bank balance at £1600 which is a more comfortable figure.

Agree to Fund the following:

Primary Sing Around - £910

Calligraphy Workshops - £115 & £78

Sound System (part fund) - £400

Chinese Martial Arts Display - £150

ASC Furniture/toy upgrade - £716

Cavendish PTA have agreed to donate a total of £2369 to the school to fund the above projects.

6. Events Upcoming:

Quiz Night: 11th March 8-10pm:

Lorna's husband loves quizzes and would be happy to do questions and be Quiz Master on the night.

Nibbles and drinks. Friday night so better for parents. Prizes?

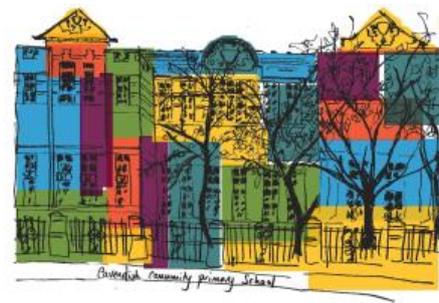
–DL to co-ordinate an action team to organise & implement

Valentine Disco:

Dawn felt there might not be as much interest due to recent Spooky Disco, therefore leave until next year.



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Cinema Night: 26th February 6-8pm agreed.

Got film licence now. Limit first night to Yrs 3 & 4 (150 children)

Ticket= popcorn & drink. Ask film club for recommendations? Plan for a Friday as children up late. If parents leave children, JM thinks we can man it with 8-10 volunteers. **DL to co-ordinate an action team to organise & implement**

Railings Rally: Gary looking at spring and would be glad of help. JM to speak to Gary re when and check re conservation area stipulations. **Action: JM**

Fashion/Community Event: Summer? Discuss at next meeting. Involve children as 'Scrap Fashion'. Incorporate Yr5 Recycling Topic? Carla could help/head up?

Camp Out: Camping on school field as an extension of Sausage Sizzle once all is cleared away.

Things to think about next meeting:

- Pay for pitch? work out standard pitch size and amount of pitches feasible.
- Porta-loos? David Griffith can provide details & costs.
- Campfire?
- Space, timings, security (i.e. possibility of wristbands?) etc.

An outdoor cinema was discussed- once car park access back we can utilise the field much more. JM reports that the new build should be finished by June so we should definitely be back in the car park and back to normal by September.

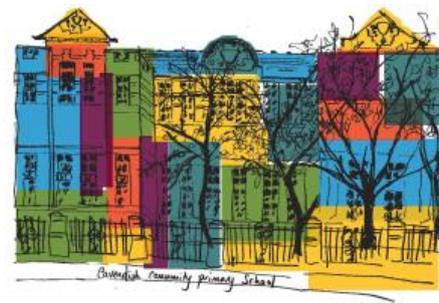
7. AOB

As the subject of the new build had been mentioned FA asked JM where the project was up to.

JM attended a meeting on Monday which reported all is on schedule as the weather has been on our side (so far!). The foundations are currently being laid which are



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suitable for a 2nd storey in the future. After half-term the building shell should be up and work will commence on the inside.

The building is due for handover mid-late June but a final/specific date will be given by March. JM said that the Project Manager is very good and is fighting the school's corner when required.

JM and a team of 4 others are visiting a school in Swinton with the same footprint as our new build to look at their 'Learning Street' which runs down the middle of the build to get ideas for uses etc. Overall a very positive feel and the plans were looked at again by some of the parents present with JM.

8. Date of Next Meeting: Tuesday 22nd March 7pm