Greenbrae PTA Meeting

14 January 2020

**Present**

Julie Morgan (Chair) Leianna Minty

Sarah Reid (Depute Chair) Jill Whyte

Claire Gray Jasmin Deshpande

Vicki White Laura Park

Nikki Charters Mr Gray

Mrs Taylor (Depute Head)

**1. Apologies for absence**

BH, LT

**2. Approval of previous minutes**

 Minutes still to be sent.

**3. Matters Arising**

Numeracy Group & PSA Requirements – Mrs Taylor still to meet with both groups. Add to the agenda for the next meeting. **Action: Mrs Taylor**

Chromebooks – The Chromebooks have now been ordered. Mrs Taylor to confirm how repayment to school is to be made. **Action: Mrs Taylor/JM**

Spree – Nothing further to report since last meeting. LP to do a final check with Mrs Blaikie then arrange with Spree to close the account for this session. **Action: LP**

Friendship Bench/Stop Sign – Mrs Taylor has not found anything suitable yet. NC suggested that Mrs Watt (Nursery) be contacted to see if she can help. **Action: Mrs Taylor**

Christmas Party Food – JM stated that there was minimal food leftover from the parties. The feedback from both PSA’s and the children in respect of food/drink choices and recyclability was very good.

**4. Role Update**

JM has decided to step down as Chair at the end of this session but will continue on the Committee. CG also said it is likely that she will step down as Secretary but remain on the Committee.

JM asked the Committee members for any early interest in the posts and that it would be helpful moving forward for any interested parties to start shadowing the roles over the coming months.

JW and LM expressed early interest in potentially taking on future posts.

**5. Treasurer Update**

JD detailed the profits for recent fundraising events to be:

 Christmas Cards - £481.24

 T-Shirts - £2.24

Clothes Bin - £348.80

 Easyfundraising - £86.95

 Spree - £635

 Disco - £240.06

 Current Balance - £13,715.75

**6. Disco – 26th March**

Helpers

Early - LM, JW, VW, SR, JD, NC, Mrs Taylor, Mr Gray

Late - SR, CG, JD, VW, JW, Mrs Taylor, Mr Gray

DJ – NC to confirm. **Action: NC**

Shopping

Tuck - LM & NC to stock take and replenish. **Action: LM, NC**

Cleaning – It was discussed that a minimum of 6 mops are required for cleaning up after discos. JM asked whether these could be stored in school. Mrs Taylor has said there is space in the cupboard next to the hall. JM to purchase additional mops/brushes. **Action: JM**

Tattoos – No additional stock required for March disco

CG suggested a “Shorts & Shades” theme for the last disco of the session since it is close to the end of term. She suggested that the PTA purchase sunglasses to be given to each child who purchases entry to the disco. LM said she would research pricing. **Action: LM**

**7. Fayre – 6th June**

JM asked the committee for ideas around some of the main items for the Fayre. A general discussion was held about the following:

Theme – LM suggested either a New Decade/Eco-Friendly theme or a Country/Hoedown theme. The committee agreed on the Country/Hoedown theme.

Event Sponsorship ­– No one had any specific ideas on who to approach although JM asked the Committee members to consider any one they may know who would be willing to sponsor the event and where possible any company that would relate to the proposed theme.

Outside Vendors - The Critter Keeper is confirmed for the whole event. JM/CG/SR will meet separately to discuss other vendors. **Action: JM/CG/SR**

 Gambling License – JM to contact DN to arrange. **Action:JM**

Raffle Prizes – CG to update raffle request letter for distribution. After their success at the Christmas Market, it was suggested getting the children involved with raffle requests, perhaps either the Charities Committee or the P6/7’s.

It was suggested that the children could target Hotels for a DBB prize similar to that donated previously by The Chester Hotel. **Action: Mrs Taylor/Mrs Du Plessis to organise with children**

Top Prize/Star Prizes – The following suggestions were made: Apple Air Pods, Apple Watch, iPad, Hoverboard, Cash, DBB hotel stay.

Raffle Books – Books to be ordered on Raffle Tickets 4U. Quantity to be confirmed. **Action: JM**

Posters/Flyers – It was decided not to order posters this year but to continue with flyers. JW, VW and LP agreed to take on the distribution. **Action: JM to contact DN re: printing.**

Food Stalls – It was decided not to use last year’s baker due to the quality of the hot dog buns. LM, VW, NC and Mr Gray all have alternative suppliers to contact. (300 hot dog buns, 250 scones, 250 butteries)

Other ideas for stalls/attractions for the day included: Photo Booth, Petting Zoo, Bucking Bronco, Tractors/Diggers, Horse Racing, Pony Rides and Pedal Ponies.

**8. AOB**

NC asked whether the PTA would consider purchasing a large Thermos urn for use by the school and the PTA. Mr Gray researched the cost to be around £60 and it was agreed unanimously to purchase. **Action: SR to order.**

Next meeting will be held on Tuesday 3rd March 2020 in Greenbrae School Staff Room at 6.30pm