

Minutes of PTA Meeting at Feniton Sports & Social Club
7:30p.m. Wednesday 25th April 2018

Present:

Gemma Bailey, Helen Brandom, Elaine Cadman, Lucie Wright, Amanda Parsons, Clare Humphries, Sarah Walker, Charlotte Guyan, Emma Mullenger.

Apologies:

Jo Smith, Charlotte Boyes, Nerissa Brigden.

1. Minutes:

The minutes from the last 2 meetings were read and signed as a true record. Good turnout with new class reps at last meeting, however GB has had delays in closing out action points raised. Outline: cake stalls funds continuing to bypass PTA and go straight to individual class, discussion regarding price increase and allergen labelling/suggestions for specific allergen-free cakes etc. Class reps (2 per year group) to work together, preferably up to end of KS1/2 coordinating refreshments/events throughout year.

2. Chair's report:

Tesco grant awarded to go to outside canopy in year 1 playground to house outside equipment. No details yet on how to access Tesco grant. Still to discuss new class reps and cake stall/allergies/recipe ideas with AP. Parent 90s disco booked. HMRC application ongoing, Honiton Sports all set up for Little Explorer's uniform, just need .jpg file of logo (**AP**) (bookbags to remain with PTA). New parents meeting booked for Fri 13th July, additional welcome packs coming from Parentkind.

3. Treasurer's report:

Current balances – petty cash £205.82, bank £7136.

Termly £500 due to school, plus £350 for Arts Week (funded by Easter fundraising) and £170 for Yr 6 trip (£5/head).

Bingo £244.18 Egg Hunt £269.30 Ladies Night (direct payments received so far) £70
 Easyfundraising – first payment received.

4. General Data Protection Regulation (GDPR)

New legislation from 25th May means that we need tighter controls on personal data, it's storage, access and usage with specific consent from individuals, particularly electronic storage and communication. Add consent statement to forms for events such as discos, keep details until end of event. Check if PTA filing cabinet can be locked, review electronic storage and delete/shred personal info no longer needed (**HB/GB/EC/LW**).

5. Events

Event	Notes	Actions
Tesco Bags of Help	Came 2 nd , awarded £2000.	
Easyfundraising	Raised £340 from 63 members so far (target £500 by end of summer), 1 st payment received.	
100 Club	No changes.	
Easter Bingo	Raised £244.18. Veg, stuffing & bacon donated. Chickens very small this time. Thank you to Annette Fennell for donated chocolate eggs for prizes). Need to be before Freewheelers Bingo next time, Andy stopping calling.	Speak to butcher (LW).
Easter Egg Hunt	Raised £269.30. Unlucky with weather. Huge thank you to Gary and all Spar staff for doing an amazing job once again.	
Ladies Night 11/05/18	Emma Mullenger/Charlotte Guyan All organised, starting to sell tickets Fridays after school. Requests going out for helpers and desserts.	

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Event	Notes	Actions
90s Disco 23/06/18	DJ confirmed. Tickets £8 advance, £10 on door. No food this time. Raffle.	Print tickets (GB)
Feniton Fun Day 01/07/18	Sarah Walker to start contacting possible donors for Grand Draw Stampastic have donated a voucher. Fun Day Committee have agreed to waive stall fee for PTA.	Class reps to decide if additional stall.
KS1/2 Discos	New times suggested to avoid clash with Act of Worship (proposed 4-5, 5:15-6:15). Briefing for helpers and children before start – behaviour, what to do if.... Parents that stay must report any issues to disco organisers, not contact other parents first. Charlotte Guyan to take on.	Agree date
Blue Bags		LW arrange summer collection
Scarecrow Hunt	Not discussed.	
Christmas Bingo 09/12/18	Helen Olliff – Social club booked. Not discussed	

6. Fundraising Target (September 2017 – August 2018; £8000)

Approximately £7350 raised, potential to raise up to £2750 more by end of summer.

Main projects – Yr 1 playground canopy, computer upgrades.

Smaller projects – Arts week, Theatre Alibi visit, Earth Day.

7. Parent Voice

Box requested in office for specific event paperwork, to keep separate from general PTA post **LW**.

Is there any info on budget spend across specific year groups? **GB/AP**

8. AOB

- Funding for village play areas – request likely from council to meet with children for their ideas to improve play area.
- **GB** to contact Nutty Noah regarding after school fundraising event
- KD (kitchen) is licensee so could put name to events instead of Temporary Event Notice for alcohol?
- Work Day 16th June. Arts Week w/c 25th June. Sports Day 17th July. Music Festival 20th July.
- Laminating pouches in PTA cupboard.
- Voluntary donations over and above cost of trip – confirm situations where over-donation can be allowed **AP**.
- Additional funding for free school meals (not universal KS1 free meals) – how to increase uptake by families that qualify. Highlight that additional funding to school remains in place until leaving Feniton School even if circumstances change and no longer meet original criteria.

9. Date of next meeting:

13/06/18 7:30p.m. Feniton Sports & Social Club – Committee meeting

Meeting closed 9:20p.m.