##  **Parent Teacher Association**http://www.burtonborough.org.uk/images/logo/logo.png

 Charity No. 701231

**MINUTES OF BBS PTA MEETING**

**TUESDAY 13th FEBRUARY 2018 6.30PM**

**PRESENT:-** Susanne Finlay-Bearblock (Chair)(SFB), Mark Jackson (Treasurer)(MJ), Donna Turpin (Secretary)(DT), Kath Ollivier(KO), Judith Downes(JD), Alison Jones(AJ), Tricia Cannon(TC), Suzanne Caldicott(SC), Helen Jones (HJ), Sue Bennett (SB), Nathan Sermon (NS).

1. **Meeting Opened**

6.35pm Meeting started by Susanne Finlay-Bearblock.

1. **Apologies**

Judy Ingman (JI), Debbie Goodrich(DG), Karl Hill – School Liason (KH), Gill Carus (GC), Samantha Warwick (SW), Clare Cartwright-Bishop (Vice-Chair)(CCB).

1. **Previous Meetings Minutes**

Minutes from 7th November 2017 signed as a true and accurate record.

**4. Treasurers Report (MJ)**

Total balance = £6,745.55 as at 9/1/18.

Mark is investigating Paypal etc. accounts with the cost involved etc.

**5. Review of Hamper Raffle from December 17**

Total taking of £1027.80 with a total income of £813 after outgoings.

Future suggestions:

All goods should possibly go to Small School Offices as some pupils are embarrassed to bring items in to Form.

Possible collation of form/pupil performance.

Maybe 6 tickets per book with a buy 5 get 1 free – possibly the pupil selling the tickets get the 6th ticket/entry?

A huge thank you to Sue Bennett for the amazing high end prizes that she kindly got Boots to donate.

**6. BBS PTA Constitution**

Delayed until the next meeting.

**7. Noticeboard/Website Updating**

Awaiting a response from Jake Blakeway with an update regarding a school associated Twitter account.

**7a.** **Future Funding**

DT/MJ to arrange a meeting with Sarah McElduff (Business Manager) w/c 14/4/18 to introduce Mark as the new Treasurer and to approach Sarah about using canvas canopies instead of curved plastic canopies and also about the Just Giving site. **Actions: DT,MJ**

 **Continued…**

**8. Future Events**

Ideas:

‘Stick the teacher to the wall’ – Traditional Summer Fete or at another event that school have organised, maybe sports day?

DT to ask KH to look for the PTA banner again so that we can use it at events.

Hampers put together and sold at school events i.e. Parents Evenings – ask KH/Christine Raymont Hall. Supply a list of events we are allowed at?

A generic letter sent out to all PTA members asking for donations for our fundraising activities for the year and all members to approach businesses that may donate – DT to draft a letter and send round to all PTA members. **Actions: DT**

**9. Any other business**

None

**10. Date of next meeting**

To be arranged after MJ/DT/SFB have had the meeting with Sarah McElduff.

**Meeting closed at 8.10pm by SFB**