

## **PTA Minutes 13th May 2014**

Present: Alan Bates, Karl Hill, Kath Olivier, Melanie Kearns, Jayne Owen-Jones

Apologies: Nicola Bowen, Suzanne Finlay-Bearblock, Tracey Jenkins, Tracey Waldron-Pegge

Meeting opened by chairman at 6.39pm

Minutes adopted and signed by Karl Hill

### **Chairman Report**

Would like to move onto Treasurer's report as lots to discuss

### **Treasurer's Report (given by AB in Treasurer's absence)**

Written report handed out summarising what Erica had been able to put together from the details passed to her from Alan.

See attached.

100 Club discussed at length concerning it's closure and the distribution of the funds, at least half must be issued in prize money. They are currently 12 members who pay into account at different times (monthly & quarterly) of differing amounts.

Alan proposed we pay each member £100

Seconded by Karl

Alan and Erica having problems accessing account details at the bank due to the change of signatories that is required. Some a bank statements have been received but out of date, so balance we hold are not up to date. Karl to complete so they can be sent off.

It is thought four accounts are held, Alan has spoken to Sarah who suggested reducing to one, Jayne suggested two, one to hold the bulk to gain a little interest And one as a working account with a chequebook. To be discussed at a later meeting.

£289.89 being held in school safe as petty cash, this had been found in the treasurer's boxes handed over to Alan along with some Sponsored Walk money from last year, one out of date cheque, Alan to follow up.

Agreed that if money requested from petty cash receipt needed to be signed by two out of three, Jayne, Karl and/or Sarah McElduff. Jayne suggested green forms that school use for petty cash to be adopted alongside receipt. Jayne will also acquire a cash book.

### **Head Teacher's Report**

Delivered by Karl in Dave's absence

Up date on BSF - the hoardings are in place, work has started in earnest and building should be watertight by the end of July.

SLT send their thanks for the recent funds donated by the PTA, PE Kit, EEL Days and Rewards.

### **Forthcoming Events**

### **Book Collection**

Jayne has led this in school with lots of publicity, letters home to each student, followed by email to every parent and a notice in CLL and the screens for two weeks. A really good response which has led to lots of competition between forms. Due to finish Friday.

Unfortunately Alan has had problems with his emails and we are not registered with them yet, but both Alan and Jayne have contacted them today so all in hand.

Decision required on the Charity Partner that we need to choose, quick run through And website printouts passed round.

Jayne proposed the National Literacy Trust, voted by 3 votes.

Kath suggested thank you email on completion and note that if people are looking for cheap books including textbooks to suggest buying from Betterworld.

### **Clothing Bag Collection**

Alan asked if the funding from this can be earmarked for the landscaping once building complete.

Kath told meeting that Suzanne has used that make benches from recycled pencils which may be worth looking at in the future. Also to ensure that we are using Rags Bags as they will accept any textiles whereas Cash for Clothes are limited a to what they will accept.

Alan notified the meeting that we were registered with Rag Bags and the bags had been ordered, he would like to start collecting now whilst he is here on a Saturday morning with the Plant Sale.

Agreement from site team that bags can be stored at the back of the stage.

JOJ to publicise before Spring Holiday with letter an email to parents again.

AB also suggested Nesting Boxes.

### **Sponsored Walk**

Karl has booked the 9th July to be confirmed with SLT, this will be just for KS3. Alan suggested setting up a meeting with Nigel Williams to iron out logistics. Karl has concerns over the distance, 13 miles in total, could a walk to Lilleshall be considered? This brought up concerns about crossing main road.

Discussed staggered start in houses, need for water containers, Karl to approach Waitrose for water. SLT walk at the rear to pick up stragglers and rubbish. Staff man points along the route. Lunch at turning point

### **AOB**

Alan proposed that du the amount of work Erica wa putting in to sorting the accounts including claiming back tax, could we buy her a large bunch of flowers, spending up to £50.

Proposed KHI

Seconded MK

We still haven't bought Nigel the engraved spade on his leaving last year, agreed on amount of £100 to spend

Proposed JOJ  
Seconded KHI/MK

Email read from TJ ref money for Year 11 Prom suggested by Karl that we pay for table decorations

Proposed AB  
Seconded JOJ  
AB to see Sarah Dakin

AB has been approached by Rachel Brown for funding for 'Champions for Bullying', agreed in principle AB to get more details regarding amount required.

Petty Cash

Box now in school safe contains £289.89, JOJ to get cash book, if funds required need receipt and two out of three signatures KHI/JOJ/Sarah McElduff. JOJ also suggested e adopt the green forms that school uses for petty cash

School Council

AB asked for a permanent voice from the school council at PTA meetings. KHI suggested once a term rather than every meeting as items not always relevant to them, Could a specific agenda slot be arranged for them?

Next Meeting agreed for 1st July 2014

Meeting Closed at 7.30pm