



St Patrick's Autumn Term
PFA & AGM meeting
Tuesday 2nd October 2018 at 7pm

Present:

Fiona Chandley (chair & minutes), Jacquie Foote, Helen Skellett, Scholarstica Moyo, Michelle Williams, Kelly Atkinson, Jenny Cannell

Apologies: Claire Hardwidge, Claire Breeton, Hayley McWhinney, Oby Diala

1. Welcome and introductions

Fiona welcomed everyone to the meeting and noted the apologies.

2. Election of all office bearers – Chair, Vice Chair, Treasurer and Secretary

Fiona and Helen have decided they would like to stay on the PFA committee, even though they no longer have children at St Patrick's. We enjoy working with the PFA team and fundraising!

Fiona Chandley agreed to be Chair for the next year, Jacquie Foote the Vice Chair, Helen Skellett the Treasurer and Claire Hardwidge the Secretary.

The above resolutions were passed by a majority voting of those present.

3. Re-adopt the updated PFA Constitution for the coming year (attached)

Fiona circulated the updated PFA Constitution. The only amendment made was to change the date at the bottom.

It was resolved to pass the updated constitution by a majority voting of those present.

4. Update on Co-op application and charity status application

Earlier this year, the PFA applied to the Co-op to be one of the recipients of the payback to community you receive when people swipe their Co-op cards in store. We are hoping to hear whether or not we have been successful by the end of October. If successful, we may receive in the region of £3,000 at the end of the period which the scheme runs for, which would be totes amazing!

The PFA are also looking into registering the PFA as a charity; Fiona, Jacquie and Helen are going to have a look on the internet after today's meeting to see what is involved and will keep the PFA updated on developments.

5. PFA logo

The PFA ran a competition at the family fun night in July to design a logo for the PFA to use. Bernice (who is now in year 7 at The Becket) won the competition. We are now using her logo on PFA paperwork 😊

6. Christmas disco Thursday 13th December 2018, 6.30 – 8.30pm.

A planning meeting for the disco was set for Tuesday 20th November (PFA members only need to attend this).

A letter re donations for the xmas hamper to be sent out early November – need to add a note to say raffle tickets will only be available to buy at the disco and not in advance through the office, as in previous years.

It was agreed to raise the entrance price to the disco to £1.50 per person, to cover the costs of the DJ (which are £195). Fiona noted that the disco entrance price has remained at £1 for at least 11 years, so it was felt fair to raise the price. Letter to be sent out to parents mid November.

Action: Fiona to liaise with Lynn Tyson to send these letters out in November.

It was also agreed that we will no longer be able to 'rent' tables out to parents to sell their own things, due to limited space available in the library area now. In addition, it was felt that the PFA are there to raise money for the PFA and not for parents to raise money for their own businesses.

7. Film nights

We have just shown Peter Rabbit (takings £250, costs of £45.25) which makes a profit of £204.75.

We propose to show Incredibles 2 on Tuesday November 13th and Hotel Transylvania 3 on Tuesday December 4th.

Action: Fiona to check these dates with Tracy.

8. Finance report

We currently have £3,304.36. We need to raise a cheque for £533.90 for the year 6 Viking Day & year 5 trip to Beaumanor Hall, which will leave us £2,770.46 in the bank. (PFA contributions for these trips were carried over from the summer term for trips which the then years 4 & 5 didn't have).

Helen is going to get the PFA spreadsheet up to date and we will then contact Sarah Piper and ask if she is able to look over our accounts, as per the PFA constitution.

9. Requests for things to fund:

- Xmas disco man £195
- Projected we will need £250 to buy food and drinks for the xmas disco
- Yr 6 hoodies £318.15 (this is what we paid last year)

- Yr 6 autograph books approx £90 (Fiona to check with Alex Booth which autograph book best to buy)
- Propose that we contribute £10/child per class again from FS2 to Y6, this will amount to around £2,100.
- Discussed that as FS1 do not have many full-time children, it made more sense to offer them a one-off contribution to buy things for their unit, rather than subsidise a school trip. It was decided to offer FS1 £250. Fiona to discuss with FS1 staff and ask that they submit a request for what they would like to buy before we pay for anything.

After some debate, all of the above resolutions were passed by a majority voting of those present.

There was a further request from Rachael Robinson for items to buy for the school sensory garden. After a lengthy debate, it was decided that we could not presently fund anything for the sensory garden, until we have confirmation from school that there are people who are willing and able to maintain the garden, as at present there is no one maintaining it and the PFA do not want to spend money on something which will not be properly maintained. It was suggested that it would be great if school could have a Gardening Club!

Action: Fiona to ask Tracy what the plans for the sensory garden are.

10. Date of next meetings

- Planning for Xmas disco – Tuesday 20th November at 7pm (PFA members only needed)
- Easter term meeting – Tuesday 22nd January 2019 at 7pm

11. Any Other Business

a) Defibrillator

The PFA are very pleased with the long awaited defibrillator which has now been ordered and put up on the wall next to the PFA board in the corridor!

Action: Fiona to ask Tracy if the office staff can register the defibrillator.

b) Xmas crackers

We discussed other fundraising ideas. Jacquie suggested that we ask each class to make a xmas cracker. The PFA could supply small gifts of around 50p to put inside each cracker. The crackers could then be sold for £1 each.

Action: Fiona to ask Tracy if each class could have an hour at the end of November to make these crackers.

c) St Patrick's Day disco

This was a great fundraiser last year. Proposed we hold another one on Thursday 14th March 2019 from 3.30 to 5.30pm (no parents to be invited, PFA and staff to run disco as previously).

Action: Fiona to ask Tracy if this is OK.