



## Berewood Primary School PTA Meeting Minutes 1st December 2016

### Present

Mrs Ashley – Chair  
 Mrs McKinnon – Co Vice Chair  
 Mrs Shirley – Co Vice Chair  
 Mrs Reid – Treasurer  
 Mrs Wilson- Co Secretary  
 Mrs Patrick  
 Mrs Pennell  
 Ms Brausen  
 Mr Sophie

### Apologies

Mrs Webb – Co Secretary  
 Miss Platts-Weston - Publicity Officer  
 Mrs Vigus  
 Mrs Blackmore  
 Mrs Walrond

		<b>Action</b>
1.	Agreed most of last meeting minutes will be discussed in this meeting.	
2.	TA advised SP that should the teachers need any funding or assistance with anything, they should ask.	SP
3.	<p><b>Treasurer's Report</b></p> <p>JR explained the new spreadsheets she has compiled to help with a full paper trail of expenditure of the accounts. This can be found separately. Chocolates have been bought and given to Mr Pike as a thank you for auditing the PTA accounts again. SP formally thanked him also.</p>	JR
4.	<p><b>Film Night 2nd Dec 2016</b></p> <p>There will be 135 children. Apples, crisps, popcorn and soft drinks will be on offer to all children while still in class.</p> <p>TA to speak with AP regarding arrangement of chairs, as SP advised children will sit more contented if on a chair each.</p> <p>SM to talk to AP regarding popcorn maker being PAT tested and TA to talk with Wendy Cleverley for her one to also be PAT tested.</p> <p>JR will go to Bookers for crisps.</p> <p>Jugs can be borrowed from kitchen and left washed after use.</p> <p>Committee members will also bring some from home. Those who can make 2.30pm to help and meet with TA to split into the classes to distribute food and drinks will.</p> <p>SP will produce a risk assessment with TA to distribute to helpers before the event.</p> <p>TA will check film and equipment before event.</p>	<p>TA</p> <p>SM</p> <p>JR</p> <p>SP</p> <p>TA</p>
5.	<p><b>Christmas Shopping Day</b></p> <p>We now have around 1000 presents, not including pet presents. This is to cover each child buying five gifts. The office is keeping Santa consent forms.</p>	

	<p>JR asked if a lucky dip of sorts can be set up to sell lots of lollies and pencils we have, so they are not wasted. SP agreed, with caution given to parents due to lolly sticks.</p> <p>Next year's Christmas shopping day was raised by TA as we need to know if shopping in January sales is required. Lots of positive talk and ideas shared such as:</p> <ul style="list-style-type: none"> <li>- KP - big Christmas tree on front grass of school for the children to decorate. We could possibly get one donated.</li> <li>- LS suggested Christmas fair as school grows and good to try something new.</li> <li>- SP suggested walk around Berewood, then back for Christmas lights turn on.</li> <li>- JR suggested on Christmas jumper day perhaps just have Santa and maybe parents can take ownership of stalls with the older children.</li> <li>- SP suggested could still do a "choose a gift for parent" stall. SP Suggested we could call it the "Christmas Spectacular".</li> <li>- Also KP and MS suggested the children learn about other Christmas traditions through the Christmas events. Perhaps incorporating some into the fair and walk.</li> </ul>	Committee
6.	KP is happy to assist with events, and is happy to help with the 2017 Christmas event.	
7.	<p><b>Pantomime</b></p> <p>JR sold an extra five tickets for this event. Around fifty presents were sold through Facebook and Gumtree. The Committee thanked Jen for her efforts.</p>	
8.	First aid company have given SP insurance documents. SP will obtain another quote so the PTA Committee can make a comparison.	NP-W & SP
9.	LS asked if Berewood has a defibrillator on site. SP said this is a possibility and she is in contact with the Local Parish. SP advised that it would be best to install this on an outside wall for the wider Berewood community to access.	SP
10.	<p>Discos were discussed and the suggestion of the end of January was put forward. LS suggested the disco having a purpose and thought a "Leavers' Disco" might be nice.</p> <p>KP suggested perhaps the classes can do a dance each or team up during their play times to perform to each other at the disco. Only for those children wanting to participate. KP also thought it a good idea to theme the dances around what the children are learning, i.e. 70s, etc. There are currently 60 children who may attend.</p>	
11.	LS and SM presented brief planner they have been working on so all can see what is happening during the school year and events can be organised around the curriculum and spread out accordingly. This will also assist the next PTA Committee when they are appointed in knowing when they should start booking/planning events.	SM & LS
12.	Committee agreed an adult social night is a good idea and a	

	<p>quiz and a pamper event have been agreed. Quiz night possibly in October 2017. KP's father will be able to help with this. SM said her husband could call the questions. KP also suggested a child's one, fitting in with the curriculum and a trophy being handed out.</p> <p>CB keen on pamper party - suggested this could be an event for 2018.</p> <p>Both to be discussed further at a later date.</p>	
13.	All people present at this meeting are keen to help the school make its own traditions, such as the quiz trophy being handed to new class or child team winners each year.	
14.	PTA Post to be distributed for end of term.	SW & EW
15.	Singathon will take place on 10th March with MS heading this event. The song will be 'In the Jungle', with the children using different tones, harmonies and instruments. KP and SW suggested dressing up. SM suggested face masks that the children could make during the February half term.	MS and All when needed
16.	SW still actioning Asda green bin. Asda staff have changed - she is waiting for contact from them. TA to give SW Waitrose contact as they do the same scheme so SW to look into this also.	SW & TA
17.	Grounds Day - 4th March – TBC.	SP
18.	TA has had the suggestion from a parent of a clothes bin. SP advised this can lead to a lot of clothes having to be stored by the school but also can make money for the school so TA will look into this further.	TA
19	SM has all the details from Happy Circus and will give printouts as required. SM to talk to AP regarding trucks getting over grass hump on field. SM advised that the Circus do not need toilets overnight. JR offered to sell tickets. Sub group to be set up in January 2017.	SM, LS & JR All when needed
20.	The governors will discuss pirate ship at their next meeting and SP will feed back on this.	SP
21.	Ticket number 95 from Children in Need raffle has still not been claimed. Should it not be claimed by 15th Dec it will be used as a prize for the Christmas raffle. TA will ask office to send note to all parents.	TA
22.	LS complimented Facebook page since controls have been put in place. SP thanked the committee for making it clear what it is to be used for and also complimented on the smooth running of this.	
23.	<p><b>Date of the next meeting</b></p> <p>Wednesday 11<sup>th</sup> January, 7pm.</p>	