



Friends of Our Lady of Lourdes - PTA

Minutes Wednesday 14th November 2018 – 6pm The White Horse

Present: Vicki Stephenson (VS), Nick Fane (NF), Marisa Nixon (MN), Si Commons (SC), Emma Briggs (EB) and Mel Fane (MF)

Apologies – Paul Beverton and Kate Slimm

- 1) Gift Aid Update
- 2) Update on Spending
- 3) Eco Friendly Suggestions from the Parent Council
- 4) Christmas Fair
- 5) Christmas Projects
- 6) Bag2school
- 7) A.O.B

1) Gift Aid

The process of Gift Aid has been started but is time consuming and so still in progress. It was agreed that it would be looked at again after Christmas as this is a very busy time of year for the PTA

Action: VS to restart Gift Aid Jan 19

2) Update on spending

The October statement showed the PTA bank account at £6790 and there is approximately £4744 still to bank bringing the amount to £11,534

The PTA have agreed to donate £5000 to the school to the wildlife area, £500 for wild beach sessions, £1900 for an interactive smartboard for the IT Suite and £1600 for a pathway and safety rail. It was agreed to pay the £5000, £1900 and £500 now and cheques to be given to the school on 15th November. This decreases the balance to around £4000 with a further £1600 left to donate and so the PTA funds are now limited to any future spending at this time.

Action: MF to give school 3 cheques totaling £7400

3) Eco Friendly Suggestions from Parent Council

EB fed back from the Parent Council some suggestions to help make PTA events more environmental friendly. It was put forward that tap water could be made available so that people could choose not to buy bottled water and also that people could bring their own cup to events to cut down the number of cups needed. The PTA were happy with this and this will start from the Christmas Fair.

MF advised that when the sweet cups go out that a note will be sent advising that the PTA are aware that these are single use plastics but are using old stock and will look for environmental friendly products when stock runs out.



4) Christmas Fair

The Christmas Fair will be the same format as previous fairs except that the food and drink will be served together outside as it was felt that this very successful when done for the Firework evening. As the kitchen will not be in use more 'pop up' stalls can use the area in front of the hatch. EB has several stalls already,

SC suggested that the hall could be improved with some new games and has agreed to source some more fairground style games

The Christmas Grotto will be running, and it was agreed that selection packs would be good Father Christmas gifts. The raffle will go ahead but MF advised that sourcing raffle prizes in very time consuming and so would prefer not to do this again this year, however it was agreed that a Nintendo Switch would be purchased for the star prize

Actions: MF will contact an educational company that requested a stall

MN to contact Federico an MDSA at school

EB to contact more stall holders

MF to purchase TENS and raffle tickets

VS to purchase Nintendo Switch on Black Friday

SC to purchase new fairground games

EB to purchase 50 selection boxes

5) Christmas Projects

There will be a Christmas Disco on Monday 17th December, EB is taking the lead with this and will send out letter in book bags on Monday 19th November,

MF has ordered the kits for the Christmas cards and mugs from Fundraising Creations and should receive them next week

Actions: EB to send out disco letters

MN and MF to distribute fund raising paperwork once received

6) Bag2School

MF to contact Bag2school and arrange a collection before Christmas if possible

7) A.O.B

- All agreed to hold another Fireworks evening on Tuesday November 5th 2019 and also that children under 3 years old can go free
- Discussion took place around the future of the PTA when the current committee members leave in July. The main issue is that a PTA cannot maintain its charitable status without a treasurer. MN advised that she would consider this post but would like to shadow VS before she made any commitment

**Meeting Closed. Next meeting TBA
Thank you to all those who attended.**