

USH PTFA

Minutes from meeting on Wednesday 14 June 2017, 7pm

Present: Charlotte Cooper, Julie Prince, Sheena Danson, Emma Fay, Penny Collins, Vinay Gomanee

Apologies: Kerry Sullivan, Paul Hill

Actions from previous meetings

Accounts – Julie, Kirsten Cook and Ken to check if accounts need auditing?

Locking cupboard – available to keep PTFA supplies in at school? (Julie)

Charity Auction – Friday 7 July

Discussed feasibility of organising this in time, and options to postpone or change type of event. It was proposed that, subject to Paul and Kerry's agreement, we instead hold a quiz night on **Friday 22 September** – 7pm for 7.30 start. Although close to the planned car boot sale on Saturday 14 October, it was felt that these were quite different events with different audiences, and that Kerry's experience with organising car boot sales mean that this should be relatively straightforward.

Raffle prizes collected and still to arrive can be used for this instead (one which has to be used in July passed to Hollybrook PTA). Discussed whether could sell raffle tickets to parents not attending beforehand but this is tricky to organise.

Discussed food options and agreed a ticket price of £6 to include nibbles (cheese, grapes, crackers etc). Alcohol left over from fashion show to be sold (possibly buy some more?).

Stuart Curtis (parent governor) to be asked to be quiz master (has previously agreed). Teams of 6 plus option to enter smaller numbers?

Event to be publicised to new Year 7 parents at meeting on Tuesday 4 July (6pm) with flyer on chairs.

Actions:

- Emma to confirm proposal with Paul and Kerry
- Julie to check school calendar (and timing for licence?)
- Emma to contact Stuart Curtis to confirm availability
- Emma to cancel charity auction facebook event
- Emma to do flyer for 4 July new parents meeting
- Julie to update school newsletter

- Charlotte to keep collecting raffle prizes (responses going to school)

Other

Emma, Charlotte and Sheena to serve tea/coffee/biscuits at new parents meeting on Tuesday 4 July from 6pm. Extra copies of letter asking for £10 donation plus gift aid form can be available here as well (has also gone out with new parents information).

Languages department has asked for support from the PTFA for IT provision (tablets) – this was agreed in principle.

Next meeting: Wednesday 19 July, 7pm, Bellemoor