



Rodbourne Cheney Primary School PTA Meeting  
1 February 2017 at 7.30pm

<b>1.Members Present</b>
Lisa Davies (Principal), Fran Owen (Chair), Sarah McDermott (Treasurer), Rebecca Wright (Secretary), Katie Baker, Shaun Walker, Trudy McKenna, Anne-Marie Carey, Mick
<b>2. Apologies</b>
Joanna Lampard, Sarah Green, Emma Loveridge, Claire Hewer,
<b>3. Declaration of Interests</b>
No-one present had any interests in any matter to declare
<b>4.Minutes of last meeting and matters arising</b>
<ul style="list-style-type: none"> <li>● The minutes of the last meeting on 4 January 2017 were agreed and signed as an accurate record of the meeting.</li> <li>● SMD raised the fact that the tattoos for the last disco had been ordered from the same supplier as this time so we must have just had a bad batch last time.</li> <li>● FO reiterated the feedback from JL from the last disco – that we go back to closed cash boxes; that volunteers are asked to stay behind at the end to clear up; and that volunteers’ children are not to “help out” with selling.</li> <li>● FO has ordered better quality food this time and the price of the hot food will be £1 per item. RW will post on Facebook to make parents aware of the price increase.</li> <li>● SW has bought the tuck for the disco tomorrow.</li> <li>● Glowsticks will be collected from the cupboard in the school tomorrow.</li> <li>● LD will try to clear out the kitchen area tomorrow before the disco.</li> <li>● FO will bring a coin sorter in to assist with money counting.</li> </ul>
<b>Proposed: Fran Owen</b>
<b>Seconded: Rebecca Wright</b>
<b>Vote: Unanimous</b>
<b>RESOLVED – that the minutes of the PTA meeting of 4 January 2017 be signed as a correct record</b>
<b>5.Review of Action List</b>
This was not available.
<b>6.Treasurer’s Report</b>
<ul style="list-style-type: none"> <li>● SMD presented the Treasurer’s report. Our bank balance as at 30 December 2016 was £9042.21. We have yet to pay for the coach to the Cotswolds Wildlife Park and the Christmas panto and LD will chase the invoices for these.</li> <li>● We have ringfenced £7,500 towards the minibus.</li> </ul>
<b>7. Registering as a Charity</b>
<ul style="list-style-type: none"> <li>● We are now a registered charity and have had confirmation from the Charities Commission of this.</li> <li>● All PTA Committee Members are now trustees.</li> <li>● Our new constitution states at section 6.7 that “A committee member / trustee ...</li> </ul>



...automatically ceases to be a committee member/trustee if he or she...is absent from three consecutive meetings of the committee without prior notification to the Secretary.” RW will put out a reminder to committee members to notify if they are unable to attend meetings and to check if they wish to remain on the committee.

#### **8. Update on Raising Funds for the Purchase of a Minibus**

- LD has arranged a meeting with David Maine, the Estates Manager at the WHF, to discuss what funds are available from the school and the WHF towards the minibus. We will need about £12,000 for a decent minibus.
- LD reported that as a school we have just entered football and netball leagues and a minibus is becoming essential.
- Rebecca de Vos has made a fundraising thermometer which currently shows a total of £7,500.
- RW will make applications to Haydon Wick Parish Council and Morrisons for grants.

#### **9. Rodfest 2017 and RCPS Fun Day**

- It was agreed after some discussion that we would look to organise Rodfest for 23 September 2017. AMC and Mick will contact Shaun Buswell to see if he will be involved again.
- We had one complaint about noise following last year’s Rodfest which the Council followed up but it was resolved satisfactorily. This year we will leaflet the local residents to make them aware of the event.
- Mick reported that he has been offered three free nights at the Rodbourne Cheney Working Men’s Club to raise funds for the school. The first night is 24 March and Mick could organise a karaoke/disco night with a buffet and a raffle. We can invite a maximum of 160 people, adults only. It was suggested that we charge £3 per person entry. We will need to source raffle prizes. Suggestions for other evenings were an auction and a horse racing night with DVDs.
- With regard to the Fun Day, FO suggested that we look to hold this on 8 July. FO will contact the LawmenBristol Cowboy Show who charge £500 for three hours and also Lane House Alpacas.

#### **10. Car Boot Sale 18 March 2017**

- FO will put together a flyer to advertise this.

#### **11. Friendship Disco – Thursday 2 February 2017**

- See discussion under item 4. SMD added that she would ensure we had the correct float to take account of the price increase for the hot food.

#### **12. Any Other Business**

- LD will write a letter of thanks to those involved in last year’s Rodfest and inviting them to be involved again this year.
- TMK will liaise with KB about taking over the Year 6 Yearbooks.
- SW will order 10 pizzas for the Friendship disco.



- RW has made contact with the organisers of the Swindon Half Marathon who are giving away several free entries to local charities. In return, the charities are asked to create an “atmosphere station” on the course that will generate noise and atmosphere for the event. We could offer drumming, singing, dancing, etc. RW will make the application and see if we are successful.

### **13. Items for the Next Agenda**

- Any items to be passed to RW. The agenda for the next meeting will be produced and published 7 days in advance. It will be posted on the PTA noticeboard and published on the Facebook page.
- We can discuss further arrangements for Rodfest at the next meeting.

### **11. Date of Next Meeting**

- Wednesday, 1 March 2017 time TBC.

**Signed:** \_\_\_\_\_

**Dated:** \_\_\_\_\_

**NEXT MEETING WILL BE ON 1 MARCH 2017  
TIME TBC**

Any queries or questions please contact Fran Owen on 07914266090 or email  
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