

Rodbourne Cheney Primary School PTA Meeting

7 September 2016

Committee Members Present	Fran Owen (Chair) Sarah McDermott (Treasurer) Joanna Lampard (Vice Chair) Rebecca Wright (Secretary) Katie Baker Shaun Walker Anne-Marie Carey Claire Hewer Emma Loveridge Trudy McKenna
Apologies	Sarah Green
Minutes of last meeting	The minutes of the last meeting were agreed.
Actions/Matters Arising from Previous Minutes	<ul style="list-style-type: none"><li>● RW will arrange for children's names to be added to the class representatives' list and for it to be distributed to all class teachers.</li><li>● KB has done some further research into changing the supplier for the Year 6 Yearbooks. The Cauliflower website is not very good or user-friendly. Compared to Bonacia, what you can do with the photobooks is very limited and KB feels there would be drop in the quality of the books produced which would be a real shame. KB will ring Bonacia to see if there is any sort of deal they can offer us as we have been loyal customers over several years. We are hoping that Moredon may start producing yearbooks too and we could recommend Bonacia to them and perhaps get a better deal with more books being ordered. SW suggested that, if the cost is still an issue particularly when the double year groups reach Year 6, we could always ask parents for a small contribution towards each book. CH will find out which suppliers the school she works at use. It was noted that someone other than KB will need to take over the production of the Yearbooks next year as KB will no longer have children at the school.</li><li>● There is some uncertainty as to whether the Swindon Half Marathon/Fun Run on</li></ul>

	<p>17 October 2016 will take place as the organisers don't have enough funding for it at the moment. RW and family have signed up for the Fun Run but the cost was £27.20. Details were posted on the PTA Facebook page but there was very little interest from parents. We really need to wait to see if it's actually going to take place before we ask if anyone else wants to run. If it does go ahead, RW will see about setting up a JustGiving page so people can sponsor her with the PTA bank account as the recipient of any donations.</p> <ul style="list-style-type: none"> <li>● FO has emailed LD to see if the PTA can have a stall at the Christmas Fayre but not had a response as yet.</li> <li>● RdV is working on a fundraising thermometer.</li> <li>● The change in bank signatories is in progress. FO is actioning.</li> <li>● An application for a grant of £2000 has been made to the Co-op Community Fund. We will find out if we have been successful on 5 November 2016.</li> <li>● RW reported back on other schemes: Tesco only fund projects to do with "the development of outdoor spaces"; there is some uncertainty as to whether we would be eligible to apply for an Asda grant – RW will follow this up in store. RW will send a link to SMD with the online form for an application to Morrisons. RW will also research any schemes run by Waitrose, Aldi, Lidl and Haydon Wick Parish Council.</li> <li>● SMD is to send out a letter to all parents about Match Funding.</li> <li>● We will promote Stampastic again and our online fundraising.</li> <li>● SMD has looked into various tea-towel suppliers and has found a larger tea-towel which would fit the whole school on. We can order in bulk and then sell them throughout the year. We will order in royal blue.</li> <li>● SMD will check if the same supplier produce bags with children's individual pictures.</li> </ul>
Treasurer's Report	<ul style="list-style-type: none"> <li>● Our current bank balance is £3437.00</li> <li>● Of this, we have ring-fenced £2000 for</li> </ul>

	<p>the minibus fund as, in order to apply for the Co-op grant, we had to show that we had already raised some of the money.</p> <ul style="list-style-type: none"> <li>• After a couple of other deductions, our working capital is £1345 which can be used for upcoming discos and Rodfest.</li> <li>• Ticket sales for Rodfest have so far produced £100 by BACS and £71 cash which was deposited today.</li> </ul>
<p>Future Events:</p> <p>Rodfest Music Festival</p>	<ul style="list-style-type: none"> <li>• We have a licence for 499 people on the field which includes band members and volunteers. We are going to keep track of numbers by issuing coloured wristbands at the gate. This will also help identify those who are underage although everyone who looks under 25 will be asked for ID at the bar anyway. There will be no spirits on sale. AC will provide signs to say no alcohol is to be taken off the premises.</li> <li>• Initially, tickets are only going to be on sale to Rodbourne Cheney parents, friends and families and then we are going to advertise the event at Moredon.</li> <li>• Shaun Buswell (FO's neighbour) is dealing with the line-up of acts. AC will confirm all acts. AC is running the licenced bar and is taking a profit from it but then making a donation to the PTA. Arkells are giving us an actual bar to use.</li> <li>• SW and RW will run the tuck, tea &amp; coffee and cake stalls with volunteers. We will also sell crisps and nuts.</li> <li>• JL is running a festival stall with bracelets, hair accessories, glow sticks, etc. for sale.</li> <li>• The ice cream van, bouncy castle, etc. will be advised that there is a minimum donation to the PTA.</li> <li>• Matt Fiddes and Bobbi's School of Dance are to do displays but we are not going to give free tickets to anyone not directly involved – parents must buy tickets.</li> <li>• There will be gaps between the acts but these will be filled by a compere, disco music, open mic/karaoke.</li> <li>• There will be extra toilets.</li> </ul>

<p>Future Dates:</p>	<ul style="list-style-type: none"> <li>• PTA Meetings will be on the first Wednesday of every month 2.15-3.15pm in the school library or outdoor classroom: 7<sup>th</sup> Sept, 5<sup>th</sup> Oct, 2<sup>nd</sup> Nov, 7<sup>th</sup> Dec, 4<sup>th</sup> Jan, 1<sup>st</sup> Feb, 1<sup>st</sup> Mar, 5<sup>th</sup> Apr, 3<sup>rd</sup> May, 7<sup>th</sup> Jun, 5<sup>th</sup> Jul.</li> <li>• Discos are on the penultimate Thursday of term: Halloween 13<sup>th</sup> Oct, Christmas 8<sup>th</sup> Dec, Disco 2<sup>nd</sup> Feb, Easter 30<sup>th</sup> Mar, Disco 18<sup>th</sup> May, End of Year 13<sup>th</sup> Jul.</li> <li>• Car Boot Sale: Saturday 18<sup>th</sup> Mar 2017</li> <li>• Summer Fun Day: Saturday 17<sup>th</sup> Jun 2017 12-3pm</li> <li>• Rodfest 2017: Sat, 24th Sept 2017</li> </ul>
<p>Any Other Business</p>	<ul style="list-style-type: none"> <li>• Photocopier code for the PTA is 5138</li> </ul>

**NEXT MEETING WILL BE ON 5<sup>TH</sup> OCTOBER 2017 AT 2.15-3.15PM IN THE SCHOOL LIBRARY OR OUTDOOR CLASSROOM.**

Any queries or questions please contact Fran Owen on 07914266090 or email [fran@chimneys-cattery.co.uk](mailto:fran@chimneys-cattery.co.uk)