

Minutes of Bishop Tufnell C.E. (Aided) Infant School

Parent Association Meeting Held on Thursday 1st October 2015

		ACTION
1.	<p>Present/Introductions</p> <p>Shane Morton, Denise Edwards, Zoe Peacock, Donna Powell, Charlotte Caspall, Lucy Bone, Tracy Gillin-Greed, Alex Buttle, Nelly Walsh, Olivia Cameron, Rachel Lunn, Karen Bradbury, Hannah Searle, Vicky Davis</p>	
2.	<p>Apologies</p> <p>Claire Rhoades, Laura Floodgate, Lorien Miller, Nicola Taylor, Helen Byne, Dawn Jephcote, Hannah Goose</p>	
3.	<p>Christmas Fair DE confirmed date 28/11/15 and time 12-2pm and that Father Christmas has been booked. ZP run through good profit stalls from 2014 and will forward to DE. Stalls suggested from previous years are the following:</p> <p>Soft Toy Tombola Adult tombola Children's tombola Bottle tombola Chocolate/jars tombola Cake stall Book and toys stalls, Hot dogs Children's activities such as baubles and card making.</p> <p>Possible new ideas reindeer food bar suggested by CC, snowman socks suggested by DE and mulled wine to go alongside cake stall suggested by AB.</p> <p>SM to check alcohol license is valid for BTI</p> <p>DE asked for help approaching local businesses to ask for raffle donations Vicky Davis offered help. Letter will be printed to hand out asap.</p> <p>Parent mail to be sent out asking for helpers and informing of donation days as follows to include asking BTJ where stated.</p> <p>6/11 – Adult tombola and children tombola BTI and BTJ 13/11 – Chocolate and Filled Jars BTI 20/11 – Toy and Book Donation BTI and BTJ 25/11 – Bottles BTI (Non uniform day) 27/11 – Cake BTI and Bottle BTJ</p> <p>Discussed whether to run a lucky programme or golden ticket on entry to the fair as done in previous years but nothing finalised as yet.</p> <p>DE asked for BTI hall to be made available to the PA for set up on 27/11 from 1pm onwards. SM agreed and will move celebration assembly and after school dance club on this day.</p>	<p>ZP</p> <p>SM</p> <p>DE and VD</p> <p>SM</p>

	SM also offered BTJ school hall for the fair if we were to need more space	
4.	<p>Scholastic</p> <p>DE confirmed booklets have arrived and will be given out late this week or early w/c 5/10. DE also stated BTI have £26 available to spend with Scholastic and will liaise with Mrs Kirk in the library to order new books for the children.</p>	DE
5.	<p>Christmas Cards</p> <p>DE confirmed flyers and letters will be given out to teachers in each class to work with the pupils to draw a suitable picture for use on the cards and other items. SM explained how BTJ do it within a lesson and will suggest BTI teachers do the same to get the best pictures.</p>	SM
6.	<p>Tea Towels</p> <p>Letter to go to teachers to get the pupils to draw their pictures ready for the tea towels and letters sent to parents.</p> <p>Previous selling price was £3.75 but suggested we higher the price to £4. DE asked the PA who was in agreement of the price increase and all in attendance agreed. DP offered to help bundling up when they are ready to distribute.</p>	DP
8.	<p>Date of Next Meeting</p> <p>The next meeting will be held on Monday 12th October from 7pm in the BTI staff room. The group agreed to alternate the meeting between day times and evening making it possible for all to attend. Was noted more in attendance during this meeting than the last 2 previous evening meetings</p>	
9.	<p>Any Other Business</p> <p>AB asked about thoughts on spending the money raised that is currently in the account. ZP had some suggestions from Handmade Places. The group discussed ideas and wooden animals and somewhere for group play were mentioned. SM suggested discussing with Colin about making some equipment as he has recently made the wooden kitchen for foundation stage. All to bring ideas for the next meeting.</p> <p>SM confirmed that in future BTI PA funds will not have to pay for the gardening work carried out and the school will pay for it.</p> <p>Uniform sale – (Date TBC) Lots stored on site. ZP offered to help but more volunteers needed. Will take place in the gazebo after school and possibly at the Christmas fair.</p> <p>Monthly newsletter – was talked about at previous meeting and CC put together a template. All agreed good idea to go ahead to go out to all BTI parents. Also will have 4 small advert places for parents with businesses to advertise for a fee of £5 per month. CC will ask for adverts on the BT Facebook page. DE and CC to discuss content and arrange to go.</p> <p>The position of treasurer is still needs to be filled. ZP had mandates for signatories for bank account and has passed to DE</p>	<p>All</p> <p>DE and CC</p>

