**St Dunstan’s PTA meeting 15thMay 2013**

Present: Mrs Birch, Mr Stopps, Elaine, Mrs Morgan, Ruth, Katie, Yvonne, Shawn, Sarah, Helen, Merlin, Veera.

Apologies for Absence: Claire Dane, Billie, Sema, Lin Mason, Ciara Sloane and Kerry Duffy.

**1) Treasurer’s report:**

Current financial position

* We currently have a fund raising surplus at 15th May2013 of £12,861 for the year to date with approx £28,800in the bank. Removing the £8,000 ring-fenced for the trim trail this leaves £20,800 as of 15th May 2013.

Events held since last meeting

* Cake sales - Year 5 raised £142.75 and Year 4 raised £143.2 bringing the total raised to date to £1,190.58 with 4 sales left for the year.
* School jackpot - This year’s donation from the School Jackpot was £2,000, up £1,000 on last year. Thank you to all the parents that take part in this great fundraiser!
* Children’s disco - Profit was £896.72, bringing the total profit for the 2 discos held this year to £2,043.07. Elaine D’Silva advised that couple of changes were introduced as discussed in the last meeting with regards to separate entry and exit for KS1 and KS 2. This worked out very well. The whole hall was used for KS1 and 3/4 hall for KS 2. There were a higher number of parents for KS2.The water station on the right also worked well.

There was a clarification with regards to siblings attending the disco. It was decided that those that can walk will be charged for attending while those of non walking age would not have to pay. Also it has been decided that children from other schools will not be allowed, as they would not know what was expected of them at St Dunstan’s.

* Swimming contributions - The contribution form went out in all book bags and one reminder has been sent. Total received to date is £2,370.50.
* Uniform sales - Amounts received for the latest sales is £191.50 bringing the total to £305.00. Please do continue to donate good quality uniforms including school coats via the school office. .

Other costs/income

* Costs have started to be incurred for the summer fair. The bar licence has been applied for at a cost of £21.00 and deposits have been paid to One Step Catering, and Minnies Bounce About for the BBQ and inflatables of £100 and £60 respectively.

Donations to School

* Remaining items as agreed are £275 for living eggs, approx. £3,500 for swimming lessons £2,000 for new stage lighting and a contribution towards a new stage to be agreed towards the end of the year based on the year end position February 2013.

**2) PTA Wish List:**

**Gazebos:** These cost about £150-£200 pounds for a 3x3 mt stall. Instant Marques that are durable with weighted feet cost £800. The question is how often we are going to use these for our events. It was decided to look at Costco as they have good quality for a reasonable price. Helen will get back to us on this.

**Coloured house bibs:** The school will look into buying this from the education supplier, cheaper, 30 each in red, blue, green, and yellow. This is at a cost of £214 or 1.79 each.

**Phase 2 wish list of school:**

Micro librarian which is a library software costs approx. £ 530.

The aim for 2014 is computing and programming. Mr. Stopps advised that the school would like to extend and improve their IT equipment. The lower years, Year 1 and Year 2 currently have B bots that they use for a variety of subjects across the curriculum like geography, mathematics, IT etc. They would like to have more of these. It has also been suggested that we upgrade some of this software so that the middle year groups can also maximize their usage.

However there is a big gap between the usage of the same for the higher year groups. It is therefore suggested that pro bots be bought for Years 2 and 3 that can be used for different angles and control.

Apart from these for years 2, 3, 4, it was also suggested to buy Lego kits like Lego Mindstorms for the higher year group.This would help in Design and Technology and also link through the entire curriculum. At an ICT conference that Mrs Birch and Mr. Stopps attended, the main focus this year was to be on ICT. It is heartening to know that our St Dunstan’s School is leading the way forward. There is also some animation software that will be bought and Mr. Stopps has kept some money aside for it. Mr Stopps has asked for £5000 towards ICT with controlled technology.

Stage: The new stage will cost £4255. This has been agreed upon at a previous meeting. It is versatile and comes in small squares that can be pieced together to make the shape needed and they are stackable and hence take less storage space. They can be added to in the future should the need for a bigger stage arise.

**3) Upcoming PTA Events/ Fundraisers for 2013:**

**Bike/Jumble sale on 15th June:**

Parent mails will be going out for the same.

Claire Dane has sent an update regarding the bike sale. The sale will be run on 15th June at the same time as the Jumble Sale, from 12-3pm.  This will allow them to set up in the morning.    
  
Parents (and others) have been asked to donate unwanted bicycles. They wanted to know whether it would it be possible for these to be dropped off at pick up time on Friday and stored by the PTA shed?  However, due to the jumble sale this will not be possible.    
As with previous sales, those donating bicycles will be asked how much they want to sell the bike for, and anything above that price goes to the PTA.    
They already have about a dozen bikes that James has picked up from Freecycle and will therefore be 100% profit for the PTA when sold.  They also have some bike-related jumble, but not much - pedals, saddles, pannier bag etc.  
They have a couple of volunteers to help coordinate sales but could do with at least a couple more and will put together a ParentMail in the next few days giving notice of the bike sale and asking for help.  
  
James has spoken to the BikeHut manager at Halfords who has provisionally agreed to send a technician with a bag of tools to help with minor repairs & adjustments to bikes for sale    
  
They also wanted to know who to speak to about access for the Saturday morning.  
  
Kerry has contacted the police and asked them if they would be available to use safety markers that help trace stolen goods.

**Phil the Bag on 17th June:**

This fundraiser, which was quite successful last year, will be held once again. Clothes left over from the Jumble sale will be kept to one side of the hall and handed over on the 17th when the Phil the bag truck comes in.

**Summer Fair on 7th July:**

2 meetings have so far been conducted for the summer fair. There is a core team of 10 people. We need more volunteers and due to building work there is less space. External stalls have been booked, as well as all the usual stalls kept in mind. The entertainment is looked into by Billie. There was a question regarding the use of the school mats for outside use but Mrs Birch said they try to use the mats only indoors. Companies have sponsored stalls and Lob a Loo roll now has a sponsor for £250.

There will be a detailed folder for whoever takes on the summer fair co-ordinator role next year. The templates for the summer fair competition to be sent out on 23 rd May and the selection would be done in June. Mrs Birch has kindly agreed to a mufti day for the children on the Friday, before summer fair when they can get in a bottle for the tombola.

**4) Sponsor details on the PTA website:**

Links are now permitted on our website for companies sponsoring us.

**5) PTA Constitution:**

We have a very old and outdated PTA constitution and it was decided that it should be updated. The PTA UK constitution is pre approved by the charities commission and it was decided that we should adopt this. This constitution has to be adopted in its entirety.

All parents are members of the PTA. The chair and core committee are trustees; the minimum quorum with our old constitution is 6 core members. The new constitution says the PTA can be run by 2 members. This is to be decided at the AGM. There is a 26 days notice for the special general meeting to discuss the constitution. It was decided that we could add a link of the constitution to the parentmail for people to read through it. It was also proposed to change the name of the PTA during the AGM.

**6) PTA Vacant positions and replacements:**

**PTA School Jackpot**:

Genevieve Melbourne Webb will be replacing Mike Chenery from the next school year. We are grateful to Mike Chenery for all his support with the School Jackpot.

**PTA Newsletter:**

Sharon Lucky will be standing down as the newsletter designer. Lil Duggan & Angela Goodwin will be replacing Sharon from this July. Many thanks to Sharon for all her expertise with the PTA Newsletters. .

**Tuck Tables:**

Kerry Duffy is standing down as the Tuck table co-ordinator. Ruth & Katie will confirm if they are ready to take on this role. We are thankful to Kerry Duffy for all her support with the tuck tables.

**PTA Co-ordinator/Secretary:**

Merlin, Veera and Sema will be standing down this year. So we are looking for PTA co-ordinators as well as a secretary. It has been lovely working as a team together and having 2 coordinators has helped in many ways. Mrs. Morgan and Mrs. Smith have been approached to stand.

**7) Reception Starter party:**

This has been scheduled for the 29th Sept from 2 pm to 4 pm. Kitchen will need to be booked. Year 1 parents will be hosting the party and tea, coffee and nibbles will be provided. Invites will be sent out to new parents.

Entertainer Mrs. Squirty Wirty will be booked.

8) **Next PTA meeting**:

Thank you everyone for coming tonight. We appreciate your support. The next PTA meeting will be held on the 19th June @ 8pm.