

BRAMLEY CHURCH OF ENGLAND PRIMARY SCHOOL ASSOCIATION

Monday 12 September 2005

Present:

Ann Berresford, Glenn Payne, Jane Glynn, Jamie Chapple, Garry Marshall, Linsey Linn, Keith Goddard, Claire Holiman, Chris Edwards, Joan Shadwell, Barry Fleming, Peter Treadgold

Apologies: Judith Cox, Mandy Weller, Graham Miles, Elaine Slater, Pieter Eksteen

	ITEM	ACTION										
2.	<p>WELCOME Sharon and Martin Frost have decided not to continue as part of the Committee but have expressed continued interest at helping out at Disco events. The Committee would like to thank Sharon and Martin for their help and support at PTA events over the past 2 years.</p>											
3.	<p>MINUTES of the previous meeting were read, agreed by all and signed by the co-chair.</p>											
4.	<p>REVIEW OF PREVIOUS EVENTS: <u>Village Fete – Saturday 10 July</u> - see separate feedback.</p>											
5	<p><u>TREASURERS REPORT:</u> Profit from recent events: <table style="margin-left: 40px;"> <tr> <td>Village Fete</td> <td>£4813.84 (last year £3500)</td> </tr> </table> Agreed expenditure: £ <table style="margin-left: 40px;"> <tr> <td>Yr 6 Bibles</td> <td>550</td> </tr> <tr> <td>Library Books</td> <td>1,292</td> </tr> <tr> <td>Shading/pergolas</td> <td>1,918</td> </tr> <tr> <td>Year group trips</td> <td>2,500</td> </tr> </table> Account Balance £9461.78 (end August) New Community Instant Reserve Account – gives interest at 4%.</p>	Village Fete	£4813.84 (last year £3500)	Yr 6 Bibles	550	Library Books	1,292	Shading/pergolas	1,918	Year group trips	2,500	
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6.	<p>ANNUAL ACCOUNTS – currently being audited.</p>											
7.	<p>BUDGET 2005/06. With best practice in mind, Garry had sought views from various bodies, and proposed to have a 'Request for Funds' document for major expenses. Garry to draw up appropriate form. Ann to complete for any funds over £500. Ann requested £1000 for purchase of 3 'games tables' for field.</p> <p>Co-ordinators needed for: Book Fair Bulbs – Linsey volunteered Village Fete Photographs – Jamie volunteered.</p>	<p>GM AB AB</p> <p>ALL LL ALL JCh</p>										
8.	<p><u>FORTHCOMING EVENTS:</u> <u>DISCO – FRIDAY 14TH OCTOBER</u> Year R and Year 1 presence works well.</p>											

	<p>Need something to recognise PTA members – t-shirts with name badges. Chris to investigate costs of t-shirts. Teachers also to wear name badges – for benefit of parents. KS1 - £2.00 entry with free squash and food (crisps and chocoate only). KS2 - £1.50 entry with free squash and can purchase hot dogs, crisps, chocolate. Cut back on sweets. Chris to purchase food.</p> <p><u>DISCOS</u> – all dates confirmed.</p> <p><u>FIREWORKS – FRIDAY 4TH NOVEMBER</u> Sub-committee – Glenn and Pieter and Jamie volunteered. Other volunteers please contact Glenn. Clift Meadow Trust wanted 25% of takings for using Clift Meadow. Glenn felt this was a bit steep, and would be willing to give a generous contribution for the use of the field. Also the building work at the pavilion is unlikely to be finished. Fireworks now to take place at the School. Glenn has cut back on expenditure on fireworks to £1300 including operators fees. 400th year anniversary of Guy Fawkes and the Gunpowder plot. Competition for best guy, prize for all. Glo-sticks – Ann and year 6. Next year –consider Sheffield. Florescent jackets required – Jamie to purchase 10. Sell food, drinks and toys throughout the evening this year. Mulled wine, Hot chocolate and soup – by donation. Look at instant drinks. Linsey to check mulled wine provision with Governors. Sell tickets in advance – use register on gate (worked well last year at Circus). Maybe and incentive to get tickets early? Get tickets out to other schools before half term.</p> <p><u>ADVENT FAIR – SATURDAY NOVEMBER 26TH</u> Sub-committee volunteers: Chris and Claire – to include all Xmas activities – puddings, calendars, raffle, etc Need to set up sub-committee – June 2005 – about 5 to 7 people required – volunteers to contact Chris or Claire – phone or e-mail. Elaine working on ‘surprise room’ – which would be available in school (last week of term?) Stallholders Booklet are key requirements. Advertising – propose A5 Dialcard or A5 with calendar showing key school events. Include list of local tradespeople, some advertising, calendar to view. Designs and advertising figures for next meeting.</p> <p><u>SCHOOLBIZ</u> Barry to continue – aiming for publishing one per term. Needs contributions from event co-ordinators.</p> <p><u>HAPPY’S CIRCUS</u> – postponed.</p>	<p>CE</p> <p>ALL</p> <p>CE</p> <p>ALL</p> <p>GP</p> <p>AB</p> <p>JCh</p> <p>LL TBA</p> <p>TBA</p> <p>CE/ CH</p> <p>ALL ES</p> <p>BF</p>
9	<p>ANY OTHER BUSINESS:</p> <p>BSA Draw Move annual draw dates to coincide with School year – September to August.</p>	<p>GP</p>

	<p>Flyer to go out to new parents – currently only about 50 sold. Confirming rules – if spare number is drawn, redraw. If second draw is spare, then money goes back into the pot. BSA Club money taken at the Fete to be held until September for adding into the new financial year.</p> <p>Bulbs Linsey to check if catalogue available – too late for this year.</p> <p>Linsey asked if the PTA was able to purchase Lottery tickets. Garry confirmed no.</p> <p>Bank Signatories – only 3 currently – do we need one more?</p> <p>Officer Positions There will be vacancies for Chairman and Secretary at the AGM in October. Keith and Glenn have had 2 good years in the post of Co-Chairs, but feel that now is the time to step down.</p> <p><u>IDEAS FOR FUTURE EVENTS: carried forward:</u></p> <p>Consider a <u>PTA event</u> after Sports Day, ie 3.30 – 7.30 pm? Ann to discuss with Governors.</p> <p><u>Social Christmas event</u> – PTA, staff, Governors – possibly bowling? Ann to ask at next Governor's meeting.</p> <p><u>Quiz Night</u> – Garry interested in arranging.</p> <p><u>Murder Mystery evening</u> – Bob from Sansom and George is interested in putting one on in the Spring.</p> <p>Aromatherapy Evening? Jenny Edwards. Therapeutic Indulgence, 10- 15 mins presentation and one to one consultation.</p> <p>Its' a knockout? Suggested by Chris. To investigate further.</p>	<p>LL</p> <p>LL</p> <p>GMa</p> <p>GMa</p> <p>CE</p>
8	<p>Next Meeting: AGM – 10th October in the School Hall – followed by nibbles at the Bramley Inn. Monday 7th November 2005- 7.30 pm at the Bramley Inn.</p>	

BRAMLEY SCHOOL ASSOCIATION CALENDAR OF EVENTS

Month	Date	Event	Main Contact
October	Friday 14 th	Disco	Jane
November	Friday 4 th	Fireworks	Glenn
November	Saturday 12 th	Photographer	Jamie
November	Saturday 26 th	Advent Fair	Chris/Claire
December	Friday 9 th	Disco	Glenn
February 06	Friday 3 rd	Disco	Jane
March	Friday 24 th	Disco	Jane
May	Monday 1 st	Treasure Hunt – Provisional date	Peter Treadgold

June	Friday 9 th	Family Event – Provisional	TBC
June	Friday 23 rd	Non-Uniform Day	Ann
July	Saturday 1 st	Summer Fete – provisional	TBC

JOB SHEET FOR SCHOOL DISCO – FRIDAY 14 OCTOBER

KS1 5.00 – 6.00 pm KS2 6.15 – 7.30 pm (Refreshments finish at 7.00pm)

Job	People Required			
Food purchase – hot dogs, rolls(50), crisps, chocolate.	Chris			
Bins	Glenn			
Float	Garry			
KS1 Door 4.45 pm	Ann	Jamie	Clicker – Glenn	
Handing Out Sweets – by 4.45 pm	Jane		Barry	
Refreshments KS1 from 4.30 pm	Joan	Linsey	Chris	Sharon Frost
KS2 Door – 6.15pm	Ann	Jamie	Clicker – Glenn	
Refreshments KS2	Martin Frost	Garry	Jane	Keith
Doors Leaving – 6.00 and 7.30	Ann		Glenn	
First Aid	Ann			

Helpers will be required to wear a t-shirt with name badge.

JOB SHEET FOR FIREWORKS – FRIDAY 4TH NOVEMBER

Gates open 6.15pm to start at 7.00pm (TBC)

JOB	PEOPLE REQUIRED
Gates	2 people required
Stewards	Glenn / Jamie / Keith –TBC
Bins	Glenn
Float	Garry
Glow sticks, etc	Ann + 2 TBC from Year 6
Music	Colin Wallace (Glenn to confirm)
Lights	Glenn
Toilets	Glenn
BBQ	Peter E + Graham + 1 other
Hot soup/ drinks	Jane and Joan
First Aid	Red Cross
Staff helpers	TBC

Helpers will be required to wear identifiable clothing provided by the PTA and name badges.