

Rossett Acre PTA Minutes – 3rd April 2019

Attendees

Sarah Rhodes (SR) Chair	Michelle Kerfoot (MK) Minutes	
Sophie King (SK) Co-Chair	Lara Evans (LE)	

Apologies

Lesley Stott	Gail Vlack	Richard Hall
Liz Cluderay	Miranda Gregory	Anna Ingle

Outstanding Actions from Previous Minutes

Ref	Action	Owner	
1.1	Find out the annual cost of maintenance for the outside area to enable funds to be allocated	Sarah Rhodes	
1.2	Write a statement on PTA web page to detail GDPR compliance	Richard Hall	
1.4	All committee members to arrange to be DBS checked	ALL SR, SK, MK completed RH, LE to arrange	

1. Treasurer Report

Money raised from events as follows:

- Quiz Night - £1039.08
- Cake Bake - £302.90
- Pantomime – £5016

Money paid as follows:

- £8041 for phase 1 of the drainage for the outside area
- £200 Sports T-shirts

2. Outside area

Phase 1 for the drainage of the field is currently in progress. There will be a further £11,000 to pay for the remaining work.

There will also be an annual maintenance fee to pay.

3. Request for funds

There has been a request for funds from Miss Christie who would like to improve the Home Corner in reception. She has asked for a kitchen which has been gifted by Sophie King but would also like a mini sofa and cushions.

It was suggested that once we know what is required we may be able to put a plea out to parents and the local community to source what is required.

Mrs Ingle requested £50 per class to assist in learning about budgeting. Mrs Ingle is giving this request some more consideration as it was felt this would be a large amount to donate to be spent on small purchases.

AP 2.1 – SR to speak to Miss Christie to find out exactly what items are wanted for both reception classes.

4. PTA Garage and Container

The PTA garage is leaking on one side and is in need of some repair. It was also agreed that more suitable storage solutions for both the garage and container are required. We are also currently storing the large stage in the garage. The PTA no longer has any use for the stage and also believe that it is not fit for purpose/ safe to use. There is potential to weigh the stage in for scrappage.

Once space has been created and the leak fixed shelving units can be purchased for the garage and rails for the container.

AP 2.2 – SR to advise Mrs Penhale that we will be disposing of the large stage by the end of summer.

AP 2.3 – SR to arrange for Red Kite Maintenance to quote for garage leak

5. Summer Fair

Mrs Ingle has asked for the teacher jobs to be provided in advance so that a rota can be arranged now. The summer fair committee is Sophie King, Lara Evans and Miranda Gregory.

AP 2.4 – LE/ SK to liaise with Mrs Ingle for teacher jobs asap

6. New starters evening

This is being held on 16th May. Sarah Rhodes, Michelle Kerfoot and Lara Evans all volunteered to support the event.

AP 2.5 – SR to get new intake numbers and purchase books

AP 2.6 – SR to speak to Gail Vlack about selling second hand uniform at the event.

7. Recycling

A general discussion was held about how the PTA can reduce waste in particular the use of polystyrene cups at events. All agreed that we want to move away from the use of polystyrene. This will require further discussion.

8. School have raised a concern that some children are not donating their £1 for casual dress at half term and are instead keeping this money to spend at the cake bake.

AP 2.7 SR to discuss with Mrs Penhale to explore changing the non uniform day to the end of term.

9. Events calendar

Event	Date	Committee	Additional Information
New Starters Evening	16 th May	Sarah Rhodes	Michelle Kerfoot and Lara Evans - refreshments
Cake Bake	24 th May	Sally Hughes	
Story Evening	TBC	Lesley Stott	LS to advise of a date
Summer Fair	29 th June – 1-4pm	Lara Evans, Miranda Gregory, Sophie King	Obstacle course to be booked before date can be confirmed

Date of next Meeting – TBC – September 2019

Completed Actions

Ref	Action	Owner
1.3	Write a Child Protection policy to cover how the PTA safe guards children	Sarah Rhodes
1.5	Produce a newsletter	Michelle Kerfoot
1.6	Arrange for apples to be picked	Sophie King
1.7	Get a quote for 30 logo T-shirt's for sports events from Emblazon	Lesley Stott