

St Wilfrid's Primary School PTFA

Minutes of the meeting held on 7th September 2016

Present: OBH, RB, MW, JC, JR, TI.

Apologies: SD-G, RS-D, DP.

Finance: JR attended the meeting on behalf of **RS-D** to discuss the bank accounts held by the PTFA and to clarify how these were to be closed. This will allow the current committee members to access funds and make deposits into a new, single account. The two accounts which are in use at the moment are a deposit account with National Savings & a current account with Alliance & Leicester, accessed through Santander or the Post Office. All members present agreed with the proposal of paying for the new school stage, costing £2000, with the money from the deposit account, this will then leave approximately £87.00 in the account.

JR to take care of closing current account, preferably by the end of this month.

OBH to open a new account for current PTFA to access

Current bank account balances, Savings account £3380, Current account £2087.

TI believes the outstanding payments are up to date as of end of last school year. Question raised as to whether a transport bill of £120 from March has been paid. **TI** to check.

JR believes a standing order may be due for the PTFA Subs Sept/Oct.

Teachers allowance of £200 to be paid ASAP.

All Committee members agreed there would be no new starter gift this year, due to depreciation in account funds and purchasing of new stage for the school.

11 events took place during the last school year. £3000 was raised. Expenditure included £600 for new Kindles, £70 for new reception toys & £169 for leavers Hoodies.

MW has acquired a price for a reconditioned water cooler for school. This has a minimum 3 year contract and costs £129 + VAT for the service charge. **TI** to discuss with Mrs C.

JC gave a cheque for £20 to **OBH**, to deposit into account, from Easy fundraising.

Resignation from the committee. JR informed the committee that **RS-D** is to step down as Treasurer of the PTFA with immediate effect. A letter of thanks to **RS-D** for her work over the years to be sent **TI** to complete.

Proposed Events & Dates:

Treasure Hunt 25/9/2016

Christmas Fair 7/12/2016

Gin/Fizz & Craft Evening 25/11/2016

Christmas Disco 14/12/2016

P.J party 29/3/2017

Summer Fair 2/7/2017 (SUNDAY)

End of year Disco 29/7/2017

TI to check dates etc with Mrs C

Meetings 5th October AGM

16th November

8th February

26th April

17th May

14th June

Treasure Hunt; Black Bull to very kindly sponsor the Treasure Hunt by providing cold buffet FOC.

RB & JC to organise route and scavenger hunt

SD-G to organise 1st prize treasure chest

Medals for all children who take part

Registration to take place at Black Bull 2.30 end at Black Bull for food

? Badge making activity on return from walk

Tasks for all events **TI** to organise text messages & emails from school

OBH to develop Facebook page and utilise for spreading the word

JC to plug easy fundraising