



Meeting held on Thursday 17th October 2019 at 7.00pm in the Resource Centre, Lacon Childe School

MINUTES

PRESENT: Sharon Wakeman (Chair); Tracey Clinton; Hannah Coleman (Minutes); Rachel Datlin; Michelle Kendall; Tracy Pearce; Sarah Price; Darren Reynolds.

1. Apologies

Apologies were received from Zoe Baggott, Julie Everingham and Amie Williams.

2. Minutes of the meeting held on 19th September 2019

The minutes were agreed and signed.

3. Matters arising

a) **School Hall Project** Darren reported that the staff agreed with the hall fundraising idea, and basic quotes had already been received:

- Modernisation and redecoration c£12.5k
- Stage/bank audience seating system c£55-58k
- Other seating/chairs c£6k
- Sound system c£3.5-4k
- Air conditioning units x 3 c£8.8k
- Curtains c£1k

There were some school funds available, and potential DFC funding. It was agreed to support the project and fundraising, and to assist in sourcing suppliers and contractors.

b) **New mugs/cups** Thanks were extended to Michelle for organising the purchase of the new mugs.

4. **Tasks and roles within the PTA** Members were asked to put themselves forward to take the lead in PTA tasks and roles. The following was agreed:

a) Existing

i) **Bags2School** Tracy

ii) **Bike Show** Tracey and Michelle

iii) **Lottery** Sharon and Amie

iv) **Refreshments (Winter Concert, School Play, Intake evening, Quiz Nights)** Sharon and Tracy

v) **Promoting second-hand sales (uniform, prom dresses/suits)** Sarah. It was agreed to hold a Prom Fair at school.

ACTION Darren to check the date of Friday 6th March 2020 for the Prom Fair.

ACTION Sarah to contact relevant businesses and invite Ludlow, Bewdley and Bridgnorth schools.

ACTION Michelle to invite beauty contacts.

b) New

- i) Hall Fundraising (school initiatives, raffles)** Sarah, Sharon and Rachel

ACTION Sarah, Sharon and Rachel to meet with Gill Bradley to discuss further.

- ii) Community Fundraising (Cleobury Festival)** All members

5. Forthcoming events

- a) Bags2School on 4th November** Tracy said the bags had arrived in school and would be distributed, and signs would be put out in time. It was suggested that the collection should be later than the first week back to give people more notice. It was agreed that the next collection dates would be 27th April and 9th November 2020.

ACTION Sarah to ask for a reminder on ParentMail.

- b) Race Night on 8th November** Sharon said that the licence for the bar was on the way. It was agreed to leave it up to parents whether they brought their children to the event.

ACTION PTA to meet at 6.30pm to set up the bar.

- c) Quiz Night in November** It was agreed to postpone this to a quieter time. It was suggested to hold a Burns Night Quiz instead.

ACTION Darren to check the date of Friday 24th January 2020.

- d) Winter Concert on 19th December** It was agreed to serve Bottle Green non-alcoholic punch, hot chocolate and mince pies.

ACTION Sharon to order/purchase drinks and ingredients.

ACTION Darren to ask Mrs Riley if she and the pupils would make the mince pies, with the help of Michelle.

ACTION Sarah ask for donations for the raffle via ParentMail.

ACTION PTA to meet at 6.00pm to set up the refreshments.

6. Feedback on events

There was no feedback.

7. AOB

Sarah was continuing to develop the website and keep it up to date.

ACTION Darren to arrange for the website log-in details to be sent to Sarah.

8. Date and time of next meeting

The next meeting would be held on Wednesday 4th December 2019 at 7.00pm in the Resource Centre, Lacon Childe School.

The meeting closed at 8.00pm.

Signed:

Date: