

BLESSED TRINITY COLLEGE PTFA

MINUTES OF THE MEETING HELD ON SEPT 12th 2016

PRESENT

Karen Brierley, David Fairhurst, Kerrie Fairhurst, Donna Fielding (DF), Debra Frost (DFR), Michelle Llewellyn-Evans, Allison McKittrick, Jill Martins, Eamon Robinson, Michelle Shires, Sarah Stalton-Tracey.

APOLOGIES

None.

MINUTES OF LAST MEETING

Approved

MATTERS ARISING & FUTURE EVENTS

Debra Frost welcomed three new members onto the PTFA, David, Kerrie & Michelle, all parents of the new Yr 7 intake. Debra briefly explained the ethos of the PTFA, examples of funding which in turn enriches the school lives of our children & the process to be followed.

YR8 Halloween Ball

Date : 27th Oct

Time: 18:30 – 20:30

The tickets will be printed by school & the event will be billed as Halloween Fancy Dress Disco. There will be a prize for Best Dressed Costume. Tickets will be priced at £2.50 and will include pizza, carton of drink & some sweets. School will provide the pizza (PTFA to reimburse any costs incurred), drinks/sweets to be purchased by PTFA.

YR7 Christmas Disco

Date: 1st Dec

Time: 18:30 – 20:30

Lyndsey Bleazard, Head of Yr 7 attended the meeting to discuss the Yr 7 Disco and requested that the ticket price includes refreshments. A ticket price of £2.50 was agreed to cover pizza, carton of drink & some sweets. School will provide the pizza (PTFA to reimburse any costs incurred), drinks/sweets to be purchased by PTFA.

A photo booth will be made available at a cost of £1 per photo. Mrs Bleazard stated they would check to see if Summer school has any photo key rings remaining, Sarah Stalton-Tracey will also check with St. Mary's school to see if they have spares also.

DJ – Nicki Shepherd to be contacted to check his availability for both events. PTFA will purchase voucher as a thank you. **(DF)**

Members of the PTFA who are “on the door” during the events will need to ensure that permission slips are available to marry up with Disco tickets.

10 year Anniversary of BTRCC

We need ideas on how to celebrate this event, whether it's in the form of a Ball or something else. Eamon shared an event that was marked by releasing helium balloons by students & a competition for the furthest travelled. There was some confusion around the exact date so this needs to be checked. **(ER)**

Gift

A gift of £10 was received from a local pensioner for use of school apparatus. A letter of thanks will be sent **(DFR)** & passed onto the teachers involved **(ER)**

Race Night

Need to check school calendar to arrange date for the Race Night. **(DF/ER)**

Need to obtain race dvds which are by number & not horse name, in order that people can name the horse and listen along with the commentary. **(SST)**

Charity Status

It was unclear whether the PTFA required Charity Status as it has elapsed. Members were fairly certain it was based on a 10£k turnover but we will seek clarity. **(MLE)**

Request Process for PTFA Funds

It was agreed that funds will be reimbursed ONLY upon receipt of invoice. This is a Controls requirement for PTFA accounts.

Promoting PTFA

Parents Evening – PTFA table & publicity backboard, highlighting the work of the PTFA, funds raised & how spent. Backboard to contain plenty of photos of students. Flyers on up & coming activities/events to be handed out, plus Monthly Draw forms. PTFA members to walk the floor & engage with parents.

YR 7 Parents Evening – 28th Sept (Time TBC) Distribute Monthly Draw forms **(DFR/SST)**.

Social Media – FB/Twitter. We agreed to set-up a FB page/Twitter account to better promote our fund raising events. However we will ask permission from school before going ahead. **(ER/DF)**

Volunteers were requested to set-up once permission granted. **(KF)**

FINANCIAL REPORT

Monthly Draw A/C £2193.37 (as at 27/5/16) – no update available

Community Fund £1968.88 (as at 12/9/16)

MONTHLY DRAW

JULY 2016

1st	£100	No 272	Mrs J Hill
2nd	£50	No 282	Ms R Hind
3rd	£25	No 89	Mr M Hargreaves
4th	£15	No 77	Mrs K Palich
5th	£10	No 232	Mrs L M Clegg

NEXT MEETING IS ON 10/10/16. See you there!