**St Nicholas School PTFA Meeting, Monday 16th January 2017**

**Present:**

Tanya Mason Flynn

Claire Feltham

Carol Wee

Alice Chapman

MJ James

Coralie Sanders

Katie Morton

1. **Apologies**

Susannah de Ferry Foster and Hannah Rigler.

1. **Minutes of Last Meeting**

Approved.

1. **Treasurer’s Report**

Current account holds £12,617.34

Recent income was £82.25 The Acorns cake sale Christmas raffle and play donations raised £478. Expenditure was £126.25 for Christmas party sundries and £1443.05 for Read Write Inc books. The Savings account holds £841.99.

It was confirmed that £10,500 was already allocated for Part 2 of the play equipment. The biggest expense is the flooring.

CW has just put in another National Lottery grant application.

1. **Christmas Party and Raffle review**

The Christmas raffle and party were both a real success. There was an excellent turnout of helpers on the day of the party which meant that there was a quicker than usual clear up afterwards.

Some businesses were not able to contribute to the raffle but agreed to help in the future, such as Oxford’s bakery. It may be worth asking them for a contribution to the Vintage Tea Party (*see Item 5c*).

AC is sending thank you cards to businesses who sponsored the raffle.

KM to compile checklist for Christmas party and raffle to pass on to future organisers.

1. **Year Plans and this term’s activities**

***5.a. KS1 Movie Night***

10th February suggested. Ash Classroom to be used. The event will be held at 3:30pm. Popcorn and hot chocolate will be served.

Everyone present was asked to check their DVD collections for suitable films.

***5.b. KS2 Disco***

17th March suggested as it could be tied in with Sports Relief.

Holly, one of the parents, is running the Marathon – AC suggested a joint fundraiser. Last year money was raised for sports relief – money distributed after the event.

CF to check whether Phil Blake would be available to do the disco.

***5.c. Vintage Tea***

Mother’s Day tea, Saturday 25th March, 3 – 5pm. 1950s theme. Team of helpers to dress up. Dressing up encouraged but optional.

Mini meeting proposed for one week before the event.

Ticketing system suggested. Numbers to be confirmed by 10th March.

CW to make cakes

KM to offer 60+ vintage tea cups, saucers, plates for the event

TMF to confirm date with Tracy Maley.

CF offered to make shortbread and bring large tea pots from Hanford.

TMF to speak to Michelle Comins about providing tea.

KM to write action plan for the event.

MJ to speak to Lucy Hinks of Forever Vintage about providing cake stands etc.

KM to draft letter to Morrisons to ask for donations for the event. Alternatively we could bulk buy from Macro.

MJ to ask Stalbridge Linen about tablecloths.

KM still to do helper’s list.

The KS2 cake sale will be removed from the calendar to avoid an overlap of similar events.

1. **Any other business**

Tracy Maley wanted to pass on her thanks for all the PTFA’s hard work during the previous term.

CS asked for a 4 drawer Unit to store the “Read Write Inc” materials. Cost: £26. This was approved by the Treasurer.

Rowanna from the Ark is keen to work with the PTFA.

*More musical instruments are needed:*

MJ to ask Bournemouth Philharmonic about retired instruments

CF to ask Sarah Mawer to write a wish list of instruments for the school

TMF to look into grants for purchasing musical instruments

CS to ask staff for suggestions.

*Potential book of children’s stories:*

Mrs Sanders will ask husband when would be a quiet time in the publishing calendar.

*Art Exhibition:*

There are some A4 frames in the school cupboard -6 with black edging, 4 clear. There are no mountings. Summer term was suggested for this event. There could be a cheese and wine evening at the school – Turnbulls or James’ cheese could be approached.

TMF to go back to Wessex Photos in Stur about Art Exhibition.

The Exchange to get back with suitable dates.

Mrs Sanders to ask husband whether the firm he works for could frame the children’s pictures.

MJ to consult Forum Framers and friend with framing business.

1. **Date of Next Meeting**

Monday 6th March, 7pm at the Saxon, TBC