



# St. John The Baptist

Church of England (Aided) Primary School

East Avenue, Leicester. LE2 1TE

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**PTFA Adjourned AGM**

**Date: 8/12/11 - 7pm in the staff room**

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## **1 - Present**

Vikkii Antill, Mary Cufflin Liz Orton, Andrew Ife, Jovanka Bjelic, Lynda Bloomer, Sophie Braybrooke, Helen Senior, Beccy Adlard, Alan Percival, David Burgess, Karen Wenlock, Clare Bowyer, Helena Hunt, Nicole Smirk, Brahim Herbane, Rachel Haines, Jackie Woodhouse, Rebecca Hames, Emily Craft, Wendy Vale, Annette Jones, Lucie Boulter

## **2 - Apologies**

Andrew Marshall , Fiona Harris

## **3 - Minutes of previous minutes**

Passed around and agreed.

## **4 - Christmas tree**

Rachel Haines confirmed that a tree had been purchased - donations to be handed in and requested in the newsletter.

## **5 - Christingles**

Request from Mrs Buckby for Christingles - every child to have one - PTFA to fund approx £150 - agreed - will be meeting on Tues in staffroom at 10am to put christingles together. It was suggested that this year there should be less sweets more raisins. This was agreed. Volunteers requested, thanks to sophie for arranging this.

## **6 - Election of new committee**

### ***Elected Committee members;***

**Chair** - Beccy Adlard - Proposed by V Antill and seconded by L Boulter

**Vice Chair** - Fiona Harris - Proposed by B Adlard and seconded by M Cufflin

**Treasurer** - Lynda Bloomer - Proposed by Sophie Braybrooke and seconded by David Burgess

**Secretary** - Lucie Boulter - Proposed by Rachel Haines and seconded by Emily Craft.

### ***Non-elected committee members;***

***Communications co-ordinator*** - David Burgess - David explained to the meeting the purpose of this new role was how to widen audience of PTFA - working group in relation to this has been taking place and a spreadsheet handed around re new ideas for communication. Registered at easy fundraising and link on face book. Raises money for school without costing more and this will be put on the school website. Money goes direct to PTFA. David agrees to make sure it goes in next weeks newsletter or sooner if possible.

### ***Year group representatives;***

Fs2 - Brahim Herbane and Clare Bowyer

Yr1 - Emily Craft and Nicole Smirk

Yr2 - Wendy Vale and Jackie Woodhouse

Yr3 - Annette Jones

Yr 4 - Amanda Fitchett and Helena Hunt

Yr5 - Lucie Boulter

Yr6 - Mary Cufflin

**Overall Events co-ordinator** - Sophie Braybrooke

**Breakfast club /after school club representative** - Helen Senior

Miss Daley has been approached to try and make links with school council and be a liaison with them - she will get back to us about this.

**Events Planners**

Spring Fayre - Vikkii Antill

Disco - Sophie Braybrooke Lucie Boulter

Easter Hunt - Rachel Haines

Cake sale - Emily Craft

Popcorn and Icecream - Lucie Boulter Helen McCarthy Karen Wenlock, Clare Bowyer, Helena Hunt, Annette Jones, Wendy Vale and Nicole Smirk.

Party in the Playground - Rebecca Hames

Christmas Evening - tbc

Autumn Fayre - committee to be formed re this.

Ice skating - Jan 28<sup>th</sup>? - Lynda Bloomer Annette Jones Karen Wenlock and Clare Bowyer

**Fundraising and sponsorship co-ordinator** - no volunteers yet have come forward to this - each year group co-ordinator to try and find contacts for fundraising. Sponsors to be informed that there will be an opportunity to advertise on our website as this is being set up by David Burgess.

Rachel suggested that if people are thinking of taking on these events next year, it would be a good idea to shadow these this year.

**7 - Finances**

An explanation was given to new members about how money is spent and how we agree it. It was agreed that in the future it would be good for Andrew Marshall to let us know in advance what the money will be used for so that we can then use this as part of the advertising campaign for each event.

**8 - AOB**

A question was asked whether it would be possible to video the Christmas productions to be able to sell these as would be a good fundraiser. - Mr Ife and Mrs Orton to look into this in relation to copyrights and other such issues.

Uniform price query - question whether the prices are correct. - Lucie Boulter to speak with Suzanne Impey and check prices - idea to set up a secondhand uniform stall - trial this at the spring fayre.

**9 - Future diary dates**

Jan - Roller Skating - 28<sup>th</sup> January 2012

Feb - Disco - 24<sup>th</sup> February 2012

Date of next meeting - Thurs 19<sup>th</sup> January 2012 - 7pm in the staffroom