

St. Mary's College Parents' Association



Meeting 2nd March 2017

The White House, St Mary's College at 7.00pm

Attendees:

Charlotte Bannon (Chair)
Stephen Jennings (Treasurer)
Rachael Birchall (Secretary)
Sarah Adamson
Mrs Owen
Mrs Little
Pritti Aggarwal
Emily Sadler
Mrs Smith
Sara Henry

Apologies:

Alison Dobell
Marianna Gaca
Jennifer Ingram
Tim McCarthy

1. Minutes of the last meeting

- The minutes of the last meeting were approved by all present

2. Actions outstanding

- Mrs Owen has asked Mr and Mrs Gallagher about the Fireworks and they have kindly agreed to sponsor one more year. They have also offered to assist the PTA with sourcing the Fireworks in the future, for which the PTA is very grateful
- Pritti is meeting with the Student Leadership Team on Monday the 13th of March
- Charlotte will have a new fireworks banner made
- Charlotte has identified a lamppost by Father Michaels house that could have notices attached to it. Mrs Owen mentioned that PTA items could be put on the school Facebook page via Kim in the White House, either updates or photos of events. Rachael will also communicate with Alex Matthews to keep the PTA page up to date
- Sarah and Charlotte will attend the Governors Resources meeting on the 13th of March
- Rachael has prepared a draft constitution and will circulate it for comment
- Rachael will find details of movie licences
- Stephen will set up a Classlist trial

- Pritti met with Mrs Murray who suggested that the Parent/Student cricket match could take place again but this time on Fun Day

3. Fun Day

- Mrs Murray had suggested that the cricket match takes place on the same day. It was felt that this would be a good idea as it would help attract the Senior school students to the event
- The PTA needs to decide and then clearly communicate the purpose of the day. Is it purely to raise funds or is it to provide as much entertainment as possible?
- Charlotte read out a list of ideas to be considered

Food and drink

Barbecue, Bar, Real Ale from the Butcher's Hook (£85 a keg), Sweet stall, Cake stall (Jennifer Ingram has offered to run this), Krispy Kreme PTA pack (Sarah to investigate), Veg Shed fruit (Sarah to investigate), Popcorn

Entertainment

Slippery pole, Water slide, Teacher's Forfeit, Nursery games, Bouncy Castles (with supervision), Den building, Family games, Crafts, Treasure Hunt, Circus skills and games, Splat the rat, Roll a penny,

Stalls

Year group Enterprise week or other year group contribution, Bubble guns, Tombola (toy or bottle), Second Hand Uniform, Second Hand Books/toys/teddy/games, Tabletop sale (£10 a table), Friendship bracelet maker, Hair braiding, Face painting

Displays

Gymnastics (Charlotte to enquire), Sea Cadets (Rachael to enquire), Solent Brass?, Southampton Ukelele Band?

- Other considerations were:

The PTA could obtain PTA tops/tabards to help people identify them

A PA/Music system needs to be found that can broadcast across the field

A bad weather plan is needed

Signs, advertising and tickets need to be produced. Charlotte will ask Kirsty whether she would be able to take this on

Ticket prices need to be decided and how to run the cash on the day. Mrs Smith suggested using raffle tickets as the Fun Day currency, which means each stall would not need to handle cash, just one area at the gate

4. Movie Night

- The next movie night will be 31/3. Charlotte asked for anyone with ideas for films to

contact her. Sara is able to help with the popcorn at the event. Rachael will see if the Asian supermarket sells popcorn at a cheaper price

5. New Constitution

- Rachael has produced one which Emily Sadler has checked through. This will be circulated by email for comment

6. Finances

- £106.20 was made running the bar at the school play. The movie night made £183.24
- Current account: £6,056.13
- Deposit account: £461.82
- Paypal: £858.87
- Petty Cash: £16
- Outstanding Cheques: £131.25
- Total: £7,261.57

7. 200 Club

- March draw
 - 1st – Trudie Young
 - 2nd – Mr Keenan
 - 3rd – Tony Smith

8. AoB

- The bar has now been fully stocked. It would be useful to buy matching glasses but the bar area, or an area in it, needs to be secured. Charlotte and Sarah will look into how this can be done
- The Prep school play, The Wizard of Oz is on in the Charlton Gym on the 4th and 5th of April. There is very little room in the gym to run a refreshment area. Charlotte will work with the school to find a suitable area and work out whether we can run a bar
- Rachael will produce the next newsletter. Suggested items are: A profile of Charlotte, Fun Day dates, Movie Night dates, Toddler Group photos, Uniform shop dates, appeal for class reps.
- No volunteer is currently available for the Year 9 parents evening on the 23rd of March
- Mr Cheeseman has asked if the Second Hand Uniform shop can sell the Senior Cricket Kit. Rachael to contact him to organise this. Rachael will also organize getting the sellers form on the PTA section of the website
- So far we have volunteers for Class Reps for years 2,3,5 and nursery.
- Priiti asked if a better supplier of book bags and PE bags could be found as the current ones

are felt to be too small and insufficiently sturdy

- Stephen asked if the AGM minutes could be printed out for him to complete the change of name paperwork

9. Date of Next Meeting

- 05/04/2017

TASK LIST

Mrs Owen

Decide whether the year groups contribution to Fun Day will involve an Enterprise Week or another activity

Look in to whether the book bags and PE bags could be changed to something more sturdy

Charlotte

Have new fireworks banner made

Let Kim have any photos of PTA events to use on the Facebook page

Enquire whether a gymnastics display will be possible at Fun Day

Ask Kirsty whether she could design tickets and posters for Fun Day

Look into how to secure bar area

Try and find a way to run refreshments at the Prep school play

Rachael

Compile the monthly newsletter and a PTA booklet

Email Alex Matthews to get Uniform shop form, PTA meeting dates and other PTA information up to date on the PTA page of the website

Email draft constitution round for comment

Find details of movie licences

Contact Mr Cheeseman re selling cricket kit from the Uniform shop and the cricket match at Fun Day

Ask Lindsay if the Sea Cadets would be interested in performing at Fun Day

Check price of popcorn in Asian supermarket

Print Stephen AGM minutes

Stephen

Complete the change of name paperwork

Set up a Classlist trial

Sarah

Find out details of the Krispy Kreme PTA pack for Fun Day

Would the Veg Shed be interested in having a stall selling fruit/playing Guess the Veg?

Look into how to secure bar area