

**Holy Name Catholic Primary School  
Parent Teacher Association**

**Minutes of Meeting held on Wednesday 21 January 2009**

**Present:**

Mark Brennan  
Deb Mercer  
Mary Harrington  
Joanne Land  
Helen Craggs  
Clare Lees  
Lorraine Gould  
Helen Bellamy  
Carolyn Stephenson  
Alexia Holmes  
Jonathan Idle  
Anne Henderson

**Apologies:**

Kim McDonnell  
Lorraine Idle  
Helen Craggs  
Sheila Burke  
Anne Marie Billington  
Gaye Walton  
Amanda Coultas

**Treasurer's Report**

1. Jon Idle reported that there is approximately £8500 in the bank. Of this, £2000 is allocated for new playground equipment (in addition to the new benches). PTA contributions were made towards travel for KS2 trips to a Sikh Temple, a Freddy Fit session for KS1, Skipping Workshop and Christmas parties. A donation of £100 was made to the Parish following the Quiz night held in the Church Hall and relatively small expenses on Licensing fees and insurance had been paid out.
2. The previous year's audited accounts were reported to be ready shortly for filing with the Charities Commission.

**New Playground Equipment**

3. A ball catcher and weaving posts were to be installed in the playground over the weekend of 24 January together with activity markings. The School Council would

like to aim for funding of goals for 5-a-side football, which could incorporate other activities too, such as hoops for goal shooting. This could form part of the fund-raising aim for the next year.

4. A calm area within the playground had been identified with signs. It was agreed that a shelter/architectural canopy should be aimed for of a relatively high quality, which would be durable but look more pleasing than just functional. To date the costings of the sort of shade envisaged seem to be in the region of £6000 but other pricelists would be examined also. It was agreed that the school could pay half and the PTA the balance. Jon Idle suggested that the new Health Centre be approached to see if they would make a donation to the shelter (as part of a healthy schools focus) and to offset the disruption which will be caused by construction activities. Their timescale for development on the Wise Owl site is not yet known. Jon Idle agreed to investigate further.
5. It was also agreed that parents may be interested in planting and maintaining a willow structure at the rear of the school grounds. Deb Mercer is to discuss this with Mr Batty and others.

#### **Other proposed expenditure**

6. It was agreed that the PTA will pay for the bus travel for Year 5 to travel to Middleton Lodge. The children have been encouraged to save up for the trip from pocket money and helping with household tasks.
7. The PTA agreed to pay £150 towards the Year 6 London Trip.
8. It was noted that all 12 computers in the ICT suite would require to be changed in 2009/10. Mr Brennan requested that the PTA consider aiming to raise £4,500 - £5,000 for this.

#### **Feedback from Events**

9. It was agreed that there were advantages and disadvantages to holding the School Disco in the Church Hall, rather than in the school hall. Preparing and serving hot food (pasta) was much easier in the Church Hall, as was 'containing' the children and keeping them involved. However, some felt that it was too loud.
10. The curry and quiz night had been enjoyed by everyone who attended and many people had commented that the event should be repeated next year.
11. The Advent Mass had to be deferred from its allocated evening time because of the snow and therefore was held on the last Friday of the term in the morning. It was still a nice event and many people stayed for coffee and mince pies. Santa's Surprise gift selling worked well during the coffee time when the children were on an extended playtime.

### **Mothers' Day presents**

12. Around 150 presents had been bought, which will be sold for £1 each (mugs £1.50). Mary Harrington co-ordinated the wrapping of the presents. In addition to after-school sales in the playground (weather permitting) it was agreed that the School Council members (together with one adult) could be asked to help sell the presents at break times (as the playtime sale worked well after the Advent Mass).

### **Raffle Prizes**

13. Donations of prizes are needed for the raffles held at the school discos and other social/fund-raising events. Year reps are to be responsible for collecting donations after a general plea for these has been circulated in the newsletter/text messages.

### **Cashback scheme – internet shopping**

14. A PTA newsletter will highlight how easy this fundraising idea is to operate and information is also held on the school website. It was agreed that it is important to get more people to understand what a simple method this is for raising funds.

### **Fashion Show: 20 March**

15. This was to be held in the Church Hall at 8.00, including clothes from Benetton and boots/bags potentially from Craggs. A working jeweller would add accessories and the event is to be hosted by Suzy Shepherd who is a stylist/fashion presenter and commentator. Models are volunteers from parents and teachers. Tickets will be £5 to include pink fizz and a cup cake!

### **Disco: 27 March 6.00 – 7.30**

16. This was to be held in the School Hall. **NB:** This has now been deferred because of the non-availability now of a DJ. An alternative family event is to be held at the same time as scheduled.

### **Ceilidh**

17. There was no availability of the Church Hall this term for a Saturday. Mr Brennan suggested that if a date could be found the school hall could be used. There was some concern about the residual smell of alcohol following the event. It was also noted that Mr Batty would have to work overtime at a weekend. This was left to see if it could still be organised in the time available.

### **Social Event: 4 July**

18. The Church Hall has been booked for a social event, the detail of which is to be finalised. The general mood was to keep ticket prices low to encourage higher attendance. Deb Mercer had obtained prices from caterers should we want to arrange something other than food made by volunteer parents. Bands were considered to be a draw or some unusual event or celebrity attendance. This is to be reported back form at the next meeting.

### **Other fundraising events/activities**

19. Anne Henderson suggested that a beetle drive could be arranged for families. This could be linked to a children's bingo session. Anne also suggested that pre-school children could be offered a bed-time story as an alternative, where they dress in their pyjamas and go to the library with cushions to listen to stories in small groups. This would allow parents and older children to join in the other activities.

20. It was agreed that for next Christmas another calendar with all the children photographed by month of birth should be investigated again and arranged before the end of this year so as to give maximum time for sales etc before Christmas. Other ideas included a cookery book or personalised Christmas Cards.

21. Additionally, it was considered that a skills or trade directory for the School or Parish, where contributors pay a small fee for inclusion, may be worth producing perhaps as part of a Christmas fund-raising venture.

22. As the annual pantomime at school is not on offer from the amateur dramatic group, it was agreed to look into whether any other groups may offer something similar for another year. It was noted that the event has not raised much money, but is an occasion that the children have always enjoyed. As an alternative, the idea of a Santa's grotto in the library (with lots of fairy lights and decorations etc), hot food (made by parents), bingo etc to entertain children and certain stalls (not to 'compete' with the Parish Bazaar) was agreed to be a good idea.

### **Sports Day refreshments: Monday 6 July (subject to weather)**

23. It was agreed that simple refreshments should be provided at a small cost for visitors to the event. Pupils get provided with drinks at the event. A cable will be required to allow tea and coffee to be provided which ,may need to be bought. Mr Batty was happy to help with setting this up. In line with the healthy schools policy, there would need to be agreement as to what will be offered.

### **Date of next meeting**

24. This is set for Tuesday 24 February at 7.30pm.

