



Emmbrook Primary Schools Parent Teachers Association

Registered Charity No. 1033449



MINUTES OF THE PTA MEETING

Wednesday 9th January 2019
Emmbrook Junior School @ 7pm

1. Welcome and Introductions

Apologies received from: Sarah Ilaria & Sharon Ketley

Present: Jo Tandy, Vanessa Hemmi, Clare Doyle, Sarah Gresty, Corrina Gillard, Rob Fenton, Sam Sprake, Cathy O'Connor, Louise Reid, Helen Venfield, Martina Smith & Rosi Gonzalez

2. Treasurer's Report:

Please see attached report from Clare. Clare will be stepping down from her Treasurer role at the AGM in March. Sam Sprake and Louise Reid have agreed to share the role and will be working with Clare over the term to hand everything over.

Action: Clare to contact Rob & Corrina to check census numbers for April donations.

3. Review of recent events:

Junior School Disco – **Raised £1043.12**

Bags2School – **Raised - £186**

Buying & Selling Facebook Page - **ongoing**

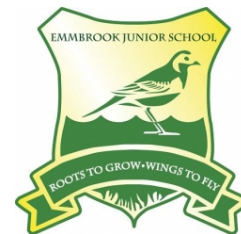
Tea/Coffee Juniors – **Raised - £51.98**

Quiz Night – **Raised - £744.31**

Wokingham Winter Carnival – **Raised - £243.02**

Christmas Fair – **Raised - £4,402.78 – BEST EVER!!**

Christmas Fair raised the most money ever! Thank you so much to everyone involved in organising, helping on the day and attending! Profit was up by 33%, raffle & auction was up by 125% and the craft stall was up by 273%! Everyone agreed that the bar was a good idea and parents enjoying a drink stayed longer whilst children went round the fair. It would help to swap the chocolate donations to the juniors next year as they sold out within the first hour. Martina requested more help to set up the games room as it was a lot for one person. Ness informed Corrina and Rob that there had been some complaints from parents about having to wait for their time slot to see Father Christmas in his grotto. Corrina requested that if this were to happen again she be made aware. All stalls are run by



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volunteers who use their own time and try very hard to make sure that everything runs smoothly. People's understanding and patience is required and appreciated.

4. Planned Events:

Infant Party – 1st Feb 19 – Helen & Rosi organising

Junior Disco - 8th Feb 19 – Clare & Sarah Gresswell organising

Race Night – 29th March 19 – date moved back a week and Ness & Jo organising

Bollywood Evening – 10th May 19 – booked and Christine Leddy organising, to be held at Infants

Summer Fair - 29th June 19 – date moved to Sat 29th June

Action – Sarah to email previous organising committee to see who is on board for helping to organise this year

Year 6 Leavers Party – 18th July 19 – Jo & Cathy to help organise and get together a team.

Action: Jo to message year 6 parents to ask for helpers.

Year 2 Leavers Party – 15th July 19

Action – Jo to message year 2 parents to ask for organisers

Bags to Schools - Planned for 25th Jan 19, 14th June 19 & 27th Sept 19 – Sharon will be sending out information and bags for the next collection shortly.

PTA 100 Club – Ongoing – next drawer will be held at the Infant School on Friday 25th Jan 19

Buying & Selling Facebook Page – Ongoing

NEW EVENT! Cathy asked Corrina and Rob if they would be happy with the Infant and Junior school collaborating with WADE to raise funds jointly. WADE are holding a Cheese and Wine tasting event on Friday 8th March 19. WADE will organise and fund the event and we will advertise to all parents and sell tickets. In return WADE will give the PTA 50% of all profits. WADE have also requested that we help with raffle prizes. Corrina and Rob both very happy for this to go ahead but asked for the junior school telephone number to be removed from promotional posters so the school is not inundated with calls.

Action: Ness will be putting together a raffle for the Race Night so will help to source raffle prizes for this event.

Action: Jo to email Cathy the ticket request form that is used for the Quiz Night & Race Night so it can be amended and sent out to all parents.

5. AOB.

Jo will be stepping down from her role as Secretary for the PTA at the AGM in March. Sharon Ketley is happy to take on the role.

Action: Jo to put together a handover and documents for Sharon before the AGM.



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Vanessa will also be standing down as Chair at the AGM and Sarah Gresty will be taking over the role of Chair. As Sarah is currently Vice Chair this role will be need to be advertised and ideally filled at the AGM in March.

Action: Clare to put together a PTA Newsletter to be sent out shortly with a request for anyone interested in the Vice Chair role to come forward.

Big Bounce – a bounce fund raising activity was talked about at the last PTA meeting and Catherine Stott was going to email Corrina details.

Action: Corrina to check if she has received the info.

Second Hand Uniform Sale – A second hand uniform sale was discussed at the last meeting and parents have enquired about where to leave donations etc.

Action: Sarah to ask Nina Edwards if she is still happy to organise the sale of second hand uniform.

Mothers/Father's Day Gifts – Ana Clinch was looking into using the same company as she uses for the Christmas card designs to arrange a fundraising activity for Mothers and/or Father's Day.

Action: Ness to check if Ana is happy to go ahead and organise as and when required.

Car Boot Sale- the Car Boot Sale was a great success and Jackie would be happy to organise again if more helpers can be found. Sarah is happy to help Jackie. It was discussed that it would be a good idea if it was held after the Summer Fair so that the PTA can sell off any leftover toy donations etc.

Action: Sarah to talk to Jackie to discuss.

6. Date and venue of next meeting: (AGM)

Wednesday 6th March 7pm at the Infant School