

St Margaret Clitherow PTA Meeting – 18th May 2010 (time 19.00)

Attendees:

Kelly Boother (KB)	Nikki Peters (NP)	Marion Ludlam (ML)	Marney Morgan (MM)
Kate Farragher (KF)	Graeme Bawden (GB)		

Apologies:

Mirielle Lovejoy (ML)	Annie Slee (AS)	Helen Heaffy (HH)	Louisa Hodgkinson (LH)
Carole Cox (CC)	Maria Illingworth (MI)	Fran Valentine (FV)	Andy Stone (AS)

Agenda Items:

1. Minutes from the last meeting

Minutes from last meeting approved.

2. School Banner & PTA Banner

HH has now found a new company and we are hopeful that the banner will be ready in time for the Summer Fete.

3. Summer Fayre

Kick-start have agreed to do a display at the Summer Fayre. They will do 3 displays in total. KB will confirm timings with NP. NP requested that the displays be near to the karate sessions. BB has put something together for the Parish Newsletter.

We have had prizes from 15 companies. The Grange hotel are currently deciding on what option they would like. Bracknell Bees will be opening the Fayre. They have also agreed to have a stand and may do a presentation, but this is to be confirmed. Artemis have confirmed that they will do a dance display. We are trying to get sponsorship towards the printing costs of flyers etc. Confirmed school clubs that are participating are Karate, Kick Start, Country/Scottish Dancing.

Action: KB to confirm to NP about times.

Action: KB to confirm with Bracknell Bees about them doing a presentation.

Action: KB to start putting together a list of volunteer.

4. School Disco

Date for the school disco is now 2nd July and not 28th May.

Action: KB to check torches/batteries are working for this event, and speak to Doug re OK.

5. **Financial Report – incoming/spent (allocated)**

Incoming	Amount	Outgoing/Allocated	Amount
Plant Sales	£470.00	Geography Books	£50
Bag to School	£72.00	CD Players	£605.00
Bonus Ball	£172.19	Listening Centers	£599.65
Reception Cake Sale	£52.67	Yr 2 Boot Boxes	£200.00
Uniform Sale	£74.00	Sheds	£4000.00
Easter Egg	£31.20	Bingo Night F & Chips	£224.53
Summer Fayre	£80.00	Disco Prizes	£3.40
Bank Interest	£0.15p	Gazebo's	£68.29
Leaflets Donation	£100.00	Printing and Postage	£33.35
		Newsletter Printing	£64.00
		Secret Santa Mugs	£40.00

Geography Books

£50 was spent in 2009 – this means that there is £100 still outstanding to be spent

Art Work

£500 was allocated for this but no invoices have been received so far. It was agreed that this money can be put back into the funds.

6. **PTA Sheds**

The school needs 3 new sheds, 2 for the school to store it's sports equipment, and 1 shed for storage of the PTA tables/BBQ etc. The PTA has been asked to fund the purchase of all three. The container the school is currently using for sports equipment is not big enough to house all the equipment safely and there was an incident recently involving a teacher that could have been very nasty. The school is being invited to, and getting involved in more and more sport due in part to being members of 'SSCO' and 'Young People in Sport' hence the need for more space to store the equipment required to allow our children to take part in various events. AS has put aside £4,000.00 for the purchase of the sheds and FV has got a quote of £2,800.00 for all three sheds from the same company that St Josephs got the two they have. This quote is for delivery and erection only; we need to get additional quotes for the concrete base, and removal of the old shed and container. We will need to remove the old containers/sheds in order that the base etc can be built for the new ones. We need to start thinking about where we will store the items from the current containers. There are some items in the sheds that could stay outside for a couple of weeks but no longer. MM offered us the use of a garage for a couple of weeks. Rebecca Gill may also be able to store some items in her garage short-term. Another option is to ask Fr Chris if we could use the York Room for storage whilst the church is closed.

Action: KB to confirm with FV about the actual positioning of the sheds.

Action: KB to ask Doug to measure the container so that we can advertise it for free-cycle.

Action: KB to speak to Fr Chris about using York Room for storage whilst church is closed.

Action: KB to speak to Mr Plummer with regards to obtaining a quote for base.

7. **Car Boot Sale**

The car boot sale has now been cancelled.

8. AOB

I. **Microsoft Publisher**

We have published the newsletters using a different publisher this time. GB said that he may know of somebody that could help us out with regards to licences.

Action: GB to let us know about licences

II. **Yellow Moon**

KB is going to look at ways to publicise Yellow Moon on the website as at the moment we only get 1 catalogue for the whole school.

Action: KB to look at putting link on website

III. **CD Bell Plant Sales**

They are being delivered on 26th May

IV. **AGM**

AGM will take place on 17th September at 7.00pm

V. **Gazebo's**

HH has purchased some Gazebos – we still need to purchase some more, preferably with the side panels. NP suggested that we think about hiring out the gazebo's as a way to recoup costs. It was agreed that this is something that is worth thinking about

9. Date of Next Meeting

Thursday 17th June @ 3.30pm



St Margaret Clitherow School PTA - Income/Expenditure 09/10

Date: 18/05/2010

Income	PERIOD	YEAR TO DATE
Main Income from Events	£952.96	£9,872.47
Bank Interest	£0.15	£0.65
Donation	£100.00	
	TOTALS: £1,053.11	£9,873.12
Expenditure		
Purchases for Events	£369.57	£3,828.73
Newsletter printing	£64.00	£64.00
	TOTALS: £433.57	£3,892.73
Total amount raised by PTA	TOTALS: £619.54	£5,980.39
Purchases for School		
Geography Books		£51.21
Lego/Meccano		£1,966.45
Xmas Crafts		£206.00
Scooter Rack		£389.00
Naomi House Donation		£55.75
Stained Glass Workshop		£236.00
6-way Story Phone	£605.00	£605.00
7 x CD players	£599.65	£599.65
Purchases for PTA		
Flowers for outgoing chair		£19.93
NCPTA membership		£92.00
smcpta.org web domain name renewal		£19.98
	TOTALS: £1,204.65	£4,240.97
Net Surplus/Deficit:	-£585.11	£1,739.42

Bank Account Balance	£11,632.75
Petty Cash	£121.81

MONEY ALLOCATED (red = go ahead)	WISH LIST
Sports Events banners £50.00	Musical Instruments £4,040.00
All weather PTA banner £155.00	
Geography Books £150.00	
Arts week £500.00	
PTA/School sheds x3 £4,000.00	
Boot Boxes £200.00	
TOTALS: £5,055.00	£4,040.00



St Margaret Clitherow School PTA - Summary of Events 09/10

Date: 18/05/2010

Event	Item	Income	Individual Expenses	Total Expenses for Event	Profit	08/09	07/08	06/07	05/06	04/05
Boot sale 1				£0.00	£0.00	£640.38	£318.18			
Disco 1 - Oct 09	Sweets	£364.15	£67.49	£67.49	£296.66	£277.70	£337.69	£351.47	£252.68	£312.77
Fireworks Night	Display	£3,031.77	£1,304.35							
	Light up Products		£182.00							
	Refreshments/Prizes		£427.19	£1,913.54	£1,118.23	£1,524.78	£1,647.05	£1,771.80	£1,312.12	£3,558.33
Xmas Fayre	Refreshments/Prizes	£2,614.25	£117.57	£117.57	£2,496.68	£2,625.94	£2,256.85	£1,643.79	£2,653.92	£1,351.03
Father Xmas letters		£88.55			£88.55	£112.08	£91.30	£55.20		
Xmas Cards		£483.00		£389.99	£93.01	£134.50				
Secret Santa		£189.50		£40.00	£149.50	£88.10				
Calendar Sales				£0.00	£0.00	£47.85	£58.88		£21.56	
Fashion Show				£0.00	£0.00	£222.17	£291.31	£375.42	£399.88	
Disco 2 - Jan 10	Tuck	£345.00	£88.82							
	Prizes		£15.95							
	DJ		£50.00	£154.77	£190.23	£272.82	£235.14	£296.74	£325.34	£234.66
Bingo Night	Tickets	£545.28	£11.00							
	Party Stuff		£8.91							
	Refreshments and Prizes		£72.91	£92.82	£452.46	£433.25	£310.98			
Easter Egg Raffle	Eggs	£31.20	£21.00							
				£21.00	£10.20	-£27.25	£16.66			
Mothers Day Gifts					£0.00	£0.00	£150.00			
Summer Fayre	Outside traders	£100.00								
	Gazebo		£68.29							
	Printing and Postage		£33.35							
	Prize		£19.99	£121.63	-£21.63	£2,366.60	£1,841.14	£922.44	£1,872.54	£2,694.09
Boot sale 2				£0.00	£0.00	£771.11	£378.11			
Disco 3	Prizes		£3.40							
				£3.40	-£3.40	£0.00	£241.85	£259.47	£323.10	£57.61
Cake Sales								£179.75	£21.56	
Year 5 - Oct 09		£44.00								
Year 4 - Nov 09		£47.05								
Year 3 - Jan 10		£41.80				£366.44	£235.82			
Year 2 - Feb 10		£63.00								
Reception - May 10		£52.67			£248.52					
Plant Sales 1		£394.00		£282.62	£111.38	£84.41				
Plant Sales 2		£470.90			£470.90					
Jewellery recycling		£31.92			£31.92	£117.36				
T Towels					£0.00	£137.50	£24.63			
Northbrook Catalogue					£0.00	£10.50				
Easy2Name					£0.00	£13.07				
Sports Relief Socks					£0.00	£18.00	£125.00			
Parents Eve Coffee		£12.70			£12.70	£35.81	£23.84	£15.85	£14.10	£40.46
Sports Day					£0.00	£107.76	-£33.15	£100.00		
Legoland Trip					£0.00	£75.19	£190.00			
Uniforms		£209.50			£209.50	£333.00	£229.75	£266.50	£215.00	£0.00
Bag 2 School		£352.00			£352.00	£318.00		£31.86		
Bonus Ball		£291.43			£291.43	£626.67	£420.28			
Mobile Phone recycling					£0.00	£87.50	£355.30	£123.12		
							£100.00			
TOTALS:		£9,803.67		£2,528.59	£6,598.84	£11,180.86	£9,528.43	£6,393.41	£7,411.80	£8,248.95

RED Events since last accounts
 BLUE Events held
 BLACK Events yet to be held



St Margaret Clitherow School PTA - Changes since last meeting

INCOME	
Plant sales	£470.90
Bag 2 School	£72.00
Bonus Ball	£172.19
Reception Cake Sale	£52.67
Uniform Sales	£74.00
Summer Fayre outside traders	£80.00
Donation for sending out leaflets	£100.00
Easter Egg number raffle	£31.20
Bank interest	£0.15
TOTAL:	£1,053.11
EXPENDITURE	
Disco prizes	£3.40
Bingo Night Fish and Chips	£224.53
Gazebo	£68.29
Postage and printing for Summer Fayre	£33.35
Newsletter printing	£64.00
Secret Santa mugs	£40.00
6-way Story Phone	£605.00
7 x CD players	£599.65
TOTAL:	£1,638.22