**SWR PTFA Meeting Minutes**

**18 May 2017**

**Present**: Sarah Davis-Berry, Andrea Glover, Sarah Hancock, Liz Bury, Clare Walton, Emily Lucas

**Apologies received from:** Laura Jones, Catherine Chidley, Anne Geers

**Treasurers report/Accounts**: Bank balance (main acct) £1700. No request for payment for Xmas cards and business has gone bankrupt so assume we can keep the £400.

Additional bank acct signatory required – CW agreed to do this as she will be with the school the longest! EL will get form from bank.

EL suggested we spend as much of bank balance as possible – keep approx. £500 contingency.

IT funding Totaliser – need to know £/unit so money can be passed to school in appropriate amounts. SDB will find out £.

**100 Club**: Acct balance £371.19 No draw as CC not present.

**Sports Day** 21 June. Need cakes - from PTA and parents/children.

Helpers needed to serve refreshments – LB & CW volunteered – will also ask for any parent helpers. SDB to put together email to ask for cakes and help.

**PTA Award:** for each tutor group - £10 Amazon voucher. SDB will get vouchers through EasyFundraising. Total cost approx. £150-180.

**Car Show:** 3 September. CC liaising with organisers to formalise PTA involvement. If agreed we will do cakes/cream teas & coffee.

**Fireworks:** CC liaising with Lions about PTA providing refreshments. Suggested if they agree we do baked potatoes/chilli/beans and mulled wine. SDB to check with Mr Bell if Lions have agreed to fee for use of facilities.

**Role of PTA Chair** – CW & AG to meet with SDB to handover.

**AOB**

PTA newsletter & 100 club letter did not go in new parent pack. Suggested that these be given out at New Parents Evening. CW to check when this is.

Also suggested we do refreshments at this – need to check if required.

Suggested also giving parents standing order form for those that can/want to make regular donation. Need to stress this is entirely voluntary and can be as little as £1/mth. Would need consent of Mr Bell.

**Next meeting** TBC