

# THE DOWNS CEP PARENT TEACHER ASSOCIATION

REGISTERED CHARITY NO. 1096052

## MINUTES FROM THE PTA AGM HELD ON MONDAY 16<sup>TH</sup> OCTOBER 2017

Louise Langley opened the meeting at 2pm and thanked everybody for coming.

1. PRESENT: Louise Langley, Elaine Cureton, Laura Young, Nicola Clifford, Melanie Miles, Vicky Exton.  
APOLOGIES: Naomi Meakins, Kimberley Ferris, Kerry Birch-Inglis.

2. TREASURER'S REPORT

Elaine Cureton gave the members attending a copy of the 2016/17 Income and Expenditure Account. Our events so far have been supported well. We have provided funds for coach hire for school trips, and have also purchased film and PTA licences. Our balance stands at £7,348.06 to this date, which is higher than for 2015/16. The PTA have suggested some ideas to look into on how some of the money raised can be used in the school.

3. MATTERS ARISING FROM LAST MEETING

SECOND HAND UNIFORM SALE. It was agreed that we will buy a clothes rail, and use it to sell used uniforms that are in good condition for a donation to PTA funds.

FILM NIGHTS. The dates have been confirmed and are 13<sup>th</sup> November for years 1 and 2, 20<sup>th</sup> November for years 3 and 4, and 4<sup>th</sup> December for years 5 and 6. These will be from 3.15-4.45. Debbie Hopper will be asked to send a letter out to parents about the event, and a tear-off slip will be included to provide allergy information. The films to choose from are Bedknobs and Broomsticks, The Aristocats, Beauty and the Beast, and 101 Dalmatians. They are all U rated so suitable for all. The tickets will be £2, and this includes popcorn, a tiptop drink and a small bag of sweets. Melanie Miles will be making cones to put the popcorn in. The children will be asked to bring a cushion in to sit on, and Vicky Exton will be making the posters to go on the classroom windows. Kerry Birch-Inglis has bought the drinks, and Laura Young will get the popcorn and sweets.

CHRISTMAS FAYRE. Darian has confirmed he will be our Santa for our grotto, which will be in the LRA room. A raffle ticket will be given to each child to save the long queues, so they can look around the stalls while they are waiting. Mrs Baker has kindly offered to be an elf. The lady from the Summer Fayre has asked if she can have a face painting stall again, which is a great idea. Several stalls have been suggested, including guess the weight of the cake, bottle tombola, chocolate tombola, 2<sup>nd</sup> hand toy/book stall, candles, name the Christmas teddy and a cake stall, plus refreshments served from the kitchen. An email will be sent out to parents nearer the time asking them if they want to book a stall. Laura Young will be doing large posters in the hall, and Vicky Exton will be doing posters for around Walmer and in school nearer the time.

NON-UNIFORM DAY. This will be held on Friday 8<sup>th</sup> December, and there is no particular theme to dress up as. Children will be asked to donate chocolate instead of money, and this will be used on the chocolate tombola at the Christmas Fayre.

#### 4. AOB

TEA TOWELS. Melanie Miles has suggested doing tea towels to sell in time for Christmas. The children will draw their faces and put their names underneath. These will be ordered and printed. Melanie will look into the prices and dates for ordering.

CHANGE OF PTA ROLES. Due to work commitments, Kimberley Ferris has decided to step down from her role as Vice Chair of the PTA, but will still help out whenever she can. This role has now gone to Nicola Clifford, with the consent of the rest of the PTA. The PTA is now as follows:-

CHAIRPERSON – LAURA YOUNG

VICE CHAIR – NICOLA CLIFFORD

TREASURER – ELAINE CURETON

SECRETARY – VICKY EXTON

DATE OF NEXT MEETING. This will be held on Tuesday 5<sup>th</sup> December at 2.15pm, primarily to finalise and discuss Christmas Fayre details.

Louise Langley closed the meeting at 2.55pm.