

Duddon Saint Peter's C.E. Primary School

and

Treetops Foundation Unit

1875 - 2017

Head Teacher:
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PTA meeting
Thursday 20th April 2017
7.00pm

Present: Paul Hudson, Liz Smith, Diana Kinsey, Laura Clements, Amy Farrington, Jo Houlbrook, Rachel Lightfoot, Helen Nicholas, Clare Edwards, Suzanne Whitfield, Parissa, Juliette Lightfoot, Amanda Hall, Katrina Shenton, Sam Palfreyman, Frances Hocknell, Jo Cooper, Carla Bloomfield, Annie Oliver

Apologies: Anna Driver, Helen Russell, Wendy Ward, Shelley Ankers-Wainwright

Agenda:

- PH thanked all those people who had made the effort to attend the meeting, and expressed thanks that they were willing to get involved to help fundraising efforts.
- **Minutes** from the last meeting on 12th January were agreed. PH ran through the items on the minutes, including any actions which had been carried out. Some events planned at the meeting had taken place but some were either postponed or altered. DK expressed her thanks to Jo Houlbrook and her mother for all their hard work making the nativity costumes.
- **Finance report:** Amy Farrington presented an itemised report of income and expenditure since the previous meeting, and stated that the current balance in the account is approximately £2000. She has now arranged for the school to be registered for Gift Aid, so that any donations can be increased through this.
Juliette Lightfoot will investigate the online application for the Co-op fundraising scheme. Parissa suggested that parents are encouraged to use online donations through online shopping, as for example 'Easyfundraising'. She will investigate this.
- An 'unofficial' Facebook page has been set up by Parissa; there is also an 'official' Facebook page which was set up some years ago. Juliette and Parissa will discuss how these two can work together and how to proceed.

Events:

- **Choir concert:** The concert in St. Andrew's Church in July which was to have featured the Chester Ladies Choir and children from the school has had to be cancelled, due to the small number of children who wanted to take part, making the project unviable. ES and PH suggested that the school go ahead with the event in a different format without the choir, with it still taking place in St. Andrew's but without the incurred costs of working with the choir. All children across the school will take part and there will be a charge for attendance, with

refreshments and a raffle to help raise money. This will now take place on Wednesday 19th July. **ACTION:** PH to approach Anna Driver to produce some tickets for the event. ES to contact Adam to check the availability of church.

- **Discos:** Anna Driver will continue to organise these, one on Friday 26th May and one on Friday 14th July.
- **Summer Fair:** Saturday 1st July – Parissa and Katrina will organise a group to discuss this.
- **Camping Night:** Friday 16th June from 6.00 on Friday until 12.00 on Saturday. Mark Whitfield to organise publicity and details. A charge will be made for the pitch (to include tents or vans), and separate charges will be made for the BBQ food. People are able to attend the BBQ even if not camping. Food will be able to be pre-ordered. Insurance for the building needs to be checked and risk assessments completed.

Other ideas:

- **Cake sales:** Clare Edwards & Helen Nicholas to organise and draw up a class rota. First cake sale will be on Friday 26th May.
- **Reception 'Graduation Ceremony':** suggested by Anna Driver who will speak to CK about organising it.
- **Duddon's Got Talent:** Wendy Ward & Clare Edwards to organise for Saturday 10th June.
- **Treasure Hunt:** suggested by Frances Hocknell for the autumn term
- **Sponsored Litter Pick:** for the autumn term – Suzanne Whitfield
- **Car Boot Sale:** Sunday 9th July. Set up from 11.00 – to end at 2.00pm. Refreshments & BBQ. £10 per car (can use inside and outside school).
- **Friday 'Ice-pop/treat' sale:** Parissa & Rachel Lightfoot to organise.
- **Raffle prizes:** Jo Houlbrook/Frances Hocknell to try collecting these from local businesses

AOB:

- **Wish list:** Staff will draw up suggestions & produce list of jobs that could be done by volunteers
- **Amy to give projection of funding over the summer term**
- **Donations:** slip added to publicity leaflets so that anyone who cannot attend could make a donation.
- Possibility of parents being asked for cash donations during the school year.

**PH offered his for the support given by PTA helpers and parents so far this year.
Hopefully, this will continue in the summer term.**

Date of next meeting: Thursday 8th June 2017