**SMALLEY RICHARDSON ENDOWED PRIMARY SCHOOL**

**PTFA Meeting**

**Held on Tuesday 26 February 2013 at 7pm**

**1. Present**

Stacey Hudson (Chair), Catherine Duro (Vice Chair), Suzanne Pancisi (Secretary), Julia Goodliffe (Treasurer), Matthew Crawford, Caroline Trivett, Heather Buckley, Lorna Taylor, Fiona Lambourn

**2. Apologies**

Joanne Mellor, Jodie Slater

3. **Minutes of the meeting held on Tuesday 22 January 2013**

 Minutes were agreed as an accurate record of the meeting.

4. **Matters arising**

Suzanne has not yet sent the lotteries form but it was agreed we need to do it, Suzanne will speak to Julia and get it completed and sent.

Fundraising to be discussed in main body of meeting.

Stacey has sent card to Gazza.

Mrs Mason and Mrs Boyles are doing the jewellery sale for Mother’s Day on Friday 1 March.

**5. Leavers Disco**

Following a discussion it was agreed to book Popsters disco for Leavers Party on 15 July 2013. **Julia to book.**

**6. Correspondence**

 None

**7. Treasurer’s Report**

 No update from the last report. Julia spent £124.50 on canvases for Easter Fayre. Heather and Fiona have bought items from Birthdays - £50. Both items refunded.

**8. Fundraising**

 **Easter Fundraising**

 Julia has bought the canvases, Matt confirmed that the children have already started completing them. To be sold to parents at £3.00 each.

 Chocolate tombola – school to ask for donations week beginning 11 March 2013. **Suzanne to do a flyer**

 **Easter Fayre**

 **Stalls**

 Jewellery – depending on how much remaining following sales for Mother’s Day

 Cakes – Fiona to make cakes

 Tea, coffee and cordial – Stacey to price up cups with lids from Costco

 Guess how many mini eggs in the jam jar for Gulliver’s Kingdom tickets

 People to help – Heather, Fiona, Catherine, Stacey, Julia, Lorna, Joanne and Georgina. To ask Jodie and Brigette

 All helpers to be at school at 2pm.

 **Promises Auction**

Mr and Mrs Taylor have made a donation of week’s accommodation in Spain.

 **Mile run**

 PTFA to provide refreshments. Lorna and James, Catherine and Stacey to attend

 **Summer Fayre**

 Hothouse Jazz to attend summer fayre as entertainment.

 **Class Fundraising**

 Lorna has been in touch with Class Fundraising. Each mug costs £3.90, each coaster £1.80.

**9. Allocation of funds**

 Wireless network now fitted and working well – £2,800. School now in the process of sourcing ipads, laptops and secure storage.

**10. Any Other Business**

Hothouse Jazz to do a night’s entertainment at school – 20 July 2013. PTFA to sort refreshments

**11. Date of next meeting**

Wednesday 27 March 2013 at 7pm at The Rose and Crown, Smalley Crossroads.