

P.F.A meeting minutes**Thursday 14th January 2016**

ATTENDANCE: Jess Bonney (JB)
 Dawn Bradshaw (DB)
 Fiona Martin (FM)
 Angela Newman (AN)
 Kelly Lilley (KL)
 Nicola Treacy (NT)
 Cheryl Scott (CS)
 Lou Coulthard (LC)
 Alice Dawn (AD)

APOLOGIES: Catherine Burke (CB) Steph Jones (SJo) Emma Marshall (EM) Kelly Cunnington (KC)
 Trish Wallington (TW) Sarah Meredith (SM)

Distribution: Those above, Pierre Tanner and Mrs Bowyer

Item	Details	Action
1	<p>Matters Arising</p> <p>Parent Newsletter: this will be an informal newsletter. JB to produce, any help gratefully received. Pierre to publish. Nicola to send through example to Jess</p> <p>Much discussion on recruiting new members, see section 4.</p>	<p>JB</p> <p>PT</p> <p>NT</p>
2	<p>Spending Money</p> <p>Sarah Meredith has recently sent through an itemised list of money given to the school to pay for items on the wish list. This included the Christmas Pantomime, Forest School Equipment and contributions towards the cost of coaches for forthcoming trips for all years. Totalling approx. £3000.</p> <p>Concerns were raised around the lack of money spent on KS2 and suggestions included contributing towards (Shakespeare) workshops or ICT equipment – Raspberry Pi or Tablets.</p>	
3	<p>Constitution – Committee Members</p> <p>Much discussion took place around committee members and is detailed in sections 4 and 5.</p>	
4	<p>Recruitment</p> <p>We need more recruits! Suggestions included committee members talking to parents at the Year group assemblies, explaining what we do and inviting along to meetings. We are going to hold a Social Event: Thursday 3rd March 8pm, King's Cliffe Club. We need to advertise this. Fliers to be created and published and handed out at the school gate after school. Kelly to source nibbles.</p>	<p>AN</p> <p>KL</p>
5	<p>EGM</p> <p>Our Constitution states the Committee should include a Vice-Chair. If anyone is interested in this position please speak to Jess. If no-one is interested, it will be revisited at the next AGM in September.</p>	
6	<p>Future Events</p> <p>There was much discussion about future events and the following were decided on:</p> <p>Valentine's Day Cake Sale: Friday 12th February (FS and Yr1 to be asked to donate) Easter Disco: Friday 18th March (post meeting note, possible date change to Weds 23rd) May Day Tea's: to be confirmed (Years 2 & 3 to be asked to donate) Sports Day Tea's: to be confirmed (Years 4 & 5 to be asked to donate) Family Fun Night: to be confirmed</p>	

	<p><u>Valentine's Day Cake sale: Friday 12th February</u></p> <p>Angela to write letter to FS and Year 1 parents by Friday 29th Jan (reminder on 5th Feb) Kelly, Angela and Alice to man the stall.</p> <p><u>Easter Disco: Friday 18th March (post meeting note, this date may change to Weds 23rd)</u></p> <p>KS1: 5.30pm – 6.15pm KS2: 6.30pm – 7.30pm No Hot dogs at this disco, just tuckshop (loose sweets), tattoos, nail varnish and finger lazars. Lou to run games, Alice to check if she can source Easter Egg prizes.</p> <p>Cost of disco: £2 plus tuck shop money.</p> <p>Angela to send out letter to parents by 9th March, to be returned by 16th March. Kelly to source Sweets and cups for tuck shop. Dawn to donate squash. Angela to source finger lazars/tattoos/nail varnish</p> <p>May Day and Sports Day tea's and Family Fun night to be discussed at next meeting.</p>	<p>AN KL, AN, AD</p> <p>LC, AD</p> <p>AN KL DB AN</p>
7	<p>Any other business</p> <p>None</p>	
8	<p>Date of next meeting</p> <p>(Social night: Thursday 3rd March 2016. King's Cliffe Club, 8pm)</p> <p>Thursday 21st April 2016. King's Cliffe Club, 8pm</p>	