



**St Joseph's PTA**  
**3<sup>rd</sup> March 2020**

**Attending**

Ruth Davies  
Liz Donaghy  
Helen Woods  
Coreen Barker  
Kaye Lee  
Anne Coonan  
Lorna Hayward

**Apologies**

Fiona Fogarty  
Cathy McBride  
Gabrielle Chateauneuf  
Nadia Gazeley  
Mrs Taylor

**Minutes of the last meeting**- the minutes were approved and signed by Ruth.

## **Treasurer's Report**

**Please could you refer to the Income and Expenditure Account handout;**

- The periods under review since the last meeting are January and February 2020.
- The weekly draw generated income of £134 over the two periods.
- We have had a good response to the Dinner Dance and we have started to receive ticket sales/deposits with just over £1,000 received to date.
- The St David's day sale raised £256.
- The school disco proved very popular once again and made a profit of £1,500.
- £105 was raised as a result of second-hand uniform sales.
- There was £49 of commission income in February which was a combination of 'Easy Fundraising' and Amazon commission, so hopefully this will increase going forward as awareness of charitable donations for online sales increases.
- The Parentkind subscription of £122 was paid in January and £168 of other expenditure in the period related to website development and hosting costs.
- School purchases for the period amounted to £7,353 which was payment for the purchase of the new tablets which will greatly enhance the children's learning experience.

**Please could you refer to the Cash Analysis page;**

Total cash balance as at 29<sup>th</sup> February is £22,221. £2,000 of this balance is restricted funds, therefore approximately £20,221 is available for spending.

## **A review of last half term's events**

The school disco was a success, by raising the ticket cost by £1 more money than last year was raised, there were no objections to the raise in ticket cost. Lots of great helpers on the night ensured things ran smoothly. Special thanks to Laura Nolan who ran the quiet area which was very successful, Ruth suggested next year to move the quiet area to a larger area, perhaps a classroom. A parent helper who brought a bag of ear defenders was also well received. There were a few water spillages during the Year 6 disco, due to some boys being a little silly, we may need to rethink the water cups for Y6 next year.

St David's Day afternoon tea was also a success with a lovely performance from the children. Plenty of parent helpers volunteered and the event was well attended by grandparents and parishioners.

## **Planning for upcoming events**

**a) Prayer Sponsor Afternoon tea - 13<sup>th</sup> March 2020**

Ruth to initially offer Y3 parents the chance to help, then will send a further

request for helpers. Y3 children are able to bake for the event, 6 individual cakes each preferably as this is more manageable.

**b) St Patrick's Day - 20<sup>th</sup> March 2020**

Always a popular event, Ruth to send requests for bakers and helpers.

**c) Spring Dance - 2<sup>nd</sup> May 2020**

13 tables have already been sold, approximately 130 people. Most tables with 12, a couple with 8. Gabrielle, Nadia and Helen are sorting the money and the planning is now focused on sourcing prizes. Jo Healy is hoping to be able to cash match the amount raised by the raffle. The target is £7,500 for more tablets. Anne to look into setting up a crowd funding page to supplement this nearer the time, alternatively Anne with set up a page for the right opportunity. Liz to speak to KS1 parents with skills and equipment in printing and Kaye to speak to a parent regarding a Hollywood Mirror Board.

**c) Ladies Night - 21<sup>st</sup> May 2020**

Lorna Hayward is coordinating the planning for this event; preparations are going well. 5-6 mums to have stalls, with Flair Boutique and Hall and Hynes booked also. Flair Boutique is looking for volunteers to model, volunteers have the chance to try on the outfits in the shop before the event, with a glass of prosecco! David Connor is also providing Gin tasting on the evening. Lorna has organised another meeting for this Friday to discuss logistics and marketing.

**d) There will be another uniform sale before we break up for Easter, as many parents will be keen to purchase summer uniform. Ruth has proposed 26<sup>th</sup>/27<sup>th</sup> March. Pavlina Gray to support Ruth with uniforms and will discuss with Ruth the logistics of her taking over responsibility. Ruth is looking to scale back donations in the future and not accepting grey dresses or shirts. A possibility is to put a link on the website directing people to other places these items could be donated.**

**e) Coin challenge - Ruth will confirm the date 28<sup>th</sup> April with Mrs Taylor**

**f) Book sale - 8<sup>th</sup> -10<sup>th</sup> July**

As the Book People have now gone into administration, Scholastic will be hosting the event again. Although the books are more expensive for parents, parents seem happy to support the event and last year raised £600 for books for school.

**g) Other sponsored events - Nadia to look into parent and child sponsored run events**

## Website Update

The website is ready to go live. Jo Healy and Frances Harty have worked hard on this to produce a great website which can be added to in the future.

- Online event planning - this will be used moving forward for the right occasion e.g. online raffle tickets for the fair, however for now it is on the back burner. Jo has identified a product with a one-off fee, which will also need something like paypal or world pay to get the money in. The possibility of using parentmail make payments to the PTA was also discussed and an online volunteer system.

## **Communication: Parent survey, PTA noticeboard, Twitter**

The parent survey is going ahead.

Katie Robson and Celine are interested in taking a more prominent role regarding social media

A PTA notice board has been ordered and is on its way.

## **Spending Plans**

The focus continues to be tablets and the outdoor play area.

## **Date and Time for next meeting**

TBC

## **AOB**

Ruth discussed going forward in regards to her transition as Chairperson, a clearer structure for people to understand what is involved in planning and running different events and how teams can be set up to take responsibility for different events. Ruth to look to sharing planning etc. using a drop box structure.

