



ARTHUR MELLOWS VILLAGE COLLEGE

MINUTES OF THE MEETING OF THE PTA

Monday 15 January 2018

7.30pm

Present: Gill Bennett (Chair), Maurice Cook (Treasurer), Mark Betambeau, Mary Kiernan, Justine Rivetti, Claudia Samara-Tarazi, Kay Thompson, Steve Wilson	
1. Chair's Welcome The Chair welcomed all to the meeting.	
2. Apologies for Absence Claire Cobourne, Sally Cook	
3. Approval of the Minutes of the Meeting held on 13 November 2017 It was agreed that the minutes be approved as a true record. Proposed: Gill Bennett. Seconded: Mark Betambeau	
4. Matters Arising from the Minutes The committee agreed that the PTA minutes should be published on the college website and also that the work of the PTA should be promoted in The Voice. Last term, although the PTA had not featured in The Voice, the Head's PA had kindly circulated a Parentmail with up to date news about recent fundraising. It was noted that the name of the Association needed to be changed from AMA to PTA on the website link. The suggestion of using a textile recycling company for surplus uniform items was on hold and the possibility of donating second hand uniform to families would be explored.	Secretary to liaise with Head's PA  Chair to explore
5. Finance Report The Treasurer presented his report, a copy of which is attached to these minutes in the minute file. Total Receipts since the last meeting        741.67 Total Payments since the last meeting        67.19 Total Cash at Bank and In Hand                £5690.75 Committee members were very pleased with the success of the second hand uniform sale on 4 December and the hamper raffle and sale of refreshments at the Christmas Concert on 13 December. It was noted that donations via Parentpay had significantly dropped and Maurice agreed to check that the opportunity to donate was still evident on the Parentpay website. He explained that now the name of the Association had been changed, he would obtain the necessary papers to change the signatories on the bank account. It was agreed that the new signatories would be Gill Bennett (Chair), Maurice Cook (Treasurer) and Claire Cobourne (Vice Chair).	Treasurer to look into Parentpay donations  Treasurer to update bank accounts

<p>6. Monetary Requests</p> <p>Donations for the Christmas Hamper raffle had originally been requested from Year 7 for this occasion, and committee members were asked to look favourably on requests for Year 7 projects if possible. However, Gill clarified that in fact requests had later been widened to include other year groups to help increase the number of prizes.</p> <p>Four requests for monetary support had been received from school departments and the committee considered each one carefully.</p> <p>It was agreed to provide funding of £412.80 for the Food Technology Department for six pasta making machines plus ten sets of chopping boards and also £825 for the Art Department to purchase a slab roller which rolls out clay for large ceramic pieces, subject to the appropriate Health and Safety rules being applied.</p> <p>The committee had received a request from the English Department for three iPads and from the MFL Department for GCSE revision books, but members felt that they needed more information about costings and resources to be purchased to be able to make a decision. They therefore referred the requests back to the departments and agreed that it would be a good idea to invite department representatives to the next meeting.</p>	
<p>7. Feedback from Previous Events</p> <p>a) Year 8 Parents' Evening Uniform Sale - 4.12.17</p> <p>The small increase in prices did not affect sales and it was agreed that showing the retail prices on the price list as a comparison was a good idea.</p> <p>b) Christmas Concert - 13.12.17</p> <p>The fundraising for this event had been a huge success. It was proposed that in future more notice should be given prior to the event for parents to donate raffle prizes. In future fewer shop bought cakes were needed. The quantity of mulled wine sold was less than expected and it was decided not to serve this in the future.</p> <p>The hampers had been very successful as a raffle theme and it was agreed that this idea should be repeated.</p>	
<p>8. a) Forthcoming Events</p> <p>Monday 29 January Second Hand Uniform Sale - The committee agreed that it would be a good idea to offer parents the opportunity to purchase simple refreshments at the Parents' Evening uniform sale and members of the committee offered their help for the evening.</p> <p>Drama Production 8/9 February - The PTA will provide refreshments for the first of the two nights of the school production and offers of help were received.</p> <p>Forthcoming Parents' Evenings in April will be discussed at the next meeting.</p> <p>b) Fundraising Suggestions/Ideas</p> <p>The committee discussed future fundraising activities. Gill agreed to discuss with the Head's PA the possibility of holding a Christmas Fair as a joint venture with the school, with students also being able to act as stallholders. A Fashion Show was suggested as an alternative fundraising option.</p> <p>Previously the PTA has been given permission to raise funds from a Mufti Day and Gill will find out whether this can be requested for July.</p> <p>The committee also discussed raising money through <a href="http://easyfundraising.org.uk">easyfundraising.org.uk</a>, an online shopping website.</p>	<p>Chair to investigate Christmas Fair and Mufti Day</p>

<p>9. Registered Charity Status</p> <p>A discussion took place as to the potential fund raising benefits of obtaining registered charity status. It is understood that this is available for organisations that raise at least £5,000 per annum.</p> <p>The Treasurer agreed to explore this possibility.</p>	<p>Treasurer to look into registered charity status</p>
<p>10. Any Other Business</p> <p>It was agreed that the Student Council be approached for ideas for monetary requests.</p> <p>A query was raised about whether the PTA had a new parents' information sheet to go out with the school information pack to new Year 7 students before they start at the school. Gill will approach the Head's PA or the previous Chair.</p> <p>It was also suggested that it might be useful to set up a WhatsApp page for committee members to communicate with each other.</p>	<p>Chair to approach Head's PA or previous Chair</p>
<p>11. Date of Next Meeting Monday 12 March</p>	