



Hollybrook Infant School

PTA Meeting – Minutes

Date of meeting:	16/07/2015
Attending:	Wendy Chalk, Sophie Ciaramella, Kate Proh, Katrina Jeffery, Sangdao Tett, Anna Brodowicz
Apologies from:	Becky Yorke, Cathy Baker, Liz Backen, Mrs Wood
Copied to:	Mrs Wood, PTA minutes folder

Action / Discussion Points

Action / Discussion	Action	Date
Summary of recent events	<p>A discussion was had regarding the positive income both the Year 1 cake sale and summer disco had generated. The results for these event were:</p> <p>Summer cake sales = £173.75 Summer disco = £270.80</p> <p>Moving forwards, the set up of cake sales needs to be more effective and not dependant on the same people. This will be reviewed at that start of the next school term.</p>	Sept 2015
Upcoming events	<p>Discussion was had to implement a new parents coffee morning to welcome Year R parents to the school, hosted by PTA.</p> <p>Christmas Fayre</p>	<p>24/09/15</p> <p>26/11/15</p>
Roles and responsibilities	<p>Discussion was had regarding forthcoming changes to current PTA members.</p> <p>Positions vacant as of 2015 / 2016 year:</p> <p>Secretary Treasurer Vice treasurer</p>	

	<p>Roles will be actively advertised at the start of the new academic year.</p> <p>Class reps confirmed to date are:</p> <p>Year R Hedgehogs - Becky Yorke and Lisa Richardson Foxes - Vacant x 2</p> <p>Year 1 Rabbits - Carol Older and Kerensa Thorne Squirrels - Dalinda West + Vacant x 1</p> <p>Year 2 Owls - Clare Cole + Vacant x 1 Badgers - Becky Yorke + Vacant x 1</p>	Sept 2015
Date of next meeting:	1 ST Oct 2015	1 st Oct 2015
AOB:	<p>Moving forwards –</p> <p>It was suggested that a visual wall planner could be displayed in the school staff room whereby PTA can keep staff up to date about events. Chair and vice chair to have discussion with Head.</p>	Sept 2015
	<p>It was suggested that photos of PTA members, with roles attached could be circulated as part of a PTA newsletter at the start of the next academic year.</p>	Sept 2015
	<p>New events –</p> <p>New events to generate extra income were discussed. Some noted were:</p> <p>Penny wars – each class competes to fundraise per term by filling a jar with loose change;</p> <p>Autumn fundraising event;</p> <p>Christmas initiatives.</p>	