

Greenfields Friends Parents and Teachers Association

Extraordinary Meeting

Minutes of the meeting held 17th January 2019 at 4pm

In Attendance:

Suzanne Bell, Kirsty Bell, Terri Cruickshanks, Jean Davey, Laura Elliott, Lynsey Hally, Samantha Oram, Katherine Parker, Carol Richardson, Sue Robson, Linda Taylor (Headteacher), Helen Thompson.

1. **Elect new Chair due to resignation of S Miller**

The meeting had been called due to the resignation of Sam Miller as Chair. Sue Robson nominated herself for the position which was seconded by two other committee members (Laura Elliott and Lynsey Hally). Sue left the room while a vote was taken. The results were unanimous so Sue was welcomed as the new Chair of GFPTA.

2. **Elect Joint Treasurer**

As a result of Sue Robson being voted as chair it was necessary to vote for a Joint treasurer to replace Sue. Samantha Oram nominated herself and was seconded by three committee members (Lynsey Hally, Laura Elliott and Sue Robson). Sam left the room whilst a vote was taken and the result was unanimous. Sam was therefore voted as the deputy treasurer.

3. **Lottery Returns**

The statutory lottery return was discussed. The information is collated by My School Lottery and has to be signed off by two members of the committee. This was completed and will be sent off.

4. **Next Event**

It had been proposed that the next event could be the valentines disco. Discussion around this led to the decision that an Easter disco would be more suitable given the time frame and could encompass an Easter egg competition too. The disco would be booked for 2/4.

5. **Next Steps**

Future plans and events were discussed.

A Bingo and pizza night was agreed and would take place on 13/2. It would be a ticketed event and slips would be sent out asap requesting details of those attending, and any dietary requirements they may have so that allergies, religious and ethical dietary choices could be accommodated. Tickets would be sent out nearer the time, with confirmation of the food that would be given at the event for those with specific needs. Hall capacity and if any deals could be arranged for delivery of pizza would be investigated. Prizes would be books and toys etc. rather than food based.

The summer fair was also discussed, alongside discussions around the potential of

booking a circus for the future. This would be investigated further.

The fair would take place on the 16th or 17th July, depending on transition arrangements at NGA. Katherine commented that she had a contact with the company running the Double Decker Den so would investigate the possibility of this being booked.

A treasure hunt was also proposed, with further discussion to take place with Harry Corlett as he had organised one in the past.

“Donut day” was another option to be looked into, and the members would try to source a variety of donuts and alternatives that would be suitable for all dietary requirements.

6. Charity application group

It was proposed that a small working group would get together to work on the charity application. Lynsey, Laura, Sue and Sam volunteered for this.

7. Star Achiever and Greenfields University help

Volunteers were organized for the tea and coffee for Star Achievers and GU.

12/2 – Kathrine, Laura, Sam

15/2 – Carol, Katherine, Laura, Sam,

2/4 – Katherine, Sam, Laura

5/4 – Carol, Katherine, Sam, Laura

24/5 – Carol, Katherine, Laura

9/7 – Katherine, Laura, Sam

19/7 Morning session – Carol, Katherine, Laura, Sam

8. DBS

Lynsey reminded members that DBS checks still needed to be carried out for some people and agreed to send the information to everyone present so that those who hadn't already applied could do so.

9. Any other business

Sue mentioned that there were some potholes on the grass near the parking bays and asked if they could be filled in to prevent an accident. Lynsey would speak to the caretaker and get him to fill them in.

10. Time and date of next meeting

Thursday 24th January at 3.30/4.00.