



## Minutes of meeting.

Wednesday 10<sup>th</sup> April 2013

**Present:** Mrs Emma Coates, Ms Sandra Fender, Mrs Danielle Talbot, Mrs Sara Flower, Mrs Marianne Still, Mrs Marie Head & Miss Joanne Pick

**Apologies:** Mrs Wendy Anthony

The PTA would like to thank Marie for attending the meeting, and for her input and fresh insight for our plans.

### **Key points of meeting.**

#### **1. Discuss the PTA's involvement in Centenary Celebrations**

Fri 26<sup>th</sup> April @ 2:15pm. The PTA was asked to serve refreshments to the ex-pupils of the school. Services needed from 12pm onwards, but if anyone can make it earlier then it would be appreciated to help prepare the sandwiches in advance. SandF suggested that cups & saucers would be better suited, (need to source these) and cake stands. All PTA to be dressed in Edwardian costumes as will the rest of the school children & staff. SandF has tea pots to use to serve the tea. MS offered to bake cakes.

#### **Action:**

EC to supply all the food and drinks.

MH, SandF, SF can be there to serve. JP & MS offered to be at the school early (10:00)

SF & EC offered spare costumes to anyone that have not got one

MS can supply cake stands & glass platters. Also has to liase with EC with regards to the amount of cakes to supply.

EC to check with Linden Court to see if they have cups & saucers we could borrow.

DT to check the community centre/The Bear Inn/Church Hall if they have cups & saucers we

could borrow.

## **2. May 4<sup>th</sup> Fun Day**

DT & Sand F explained the PTA's involvement in the fun day. EC explained that the children's artwork will be on display for everyone to see in the community centre throughout the day. We are going to serve refreshments & children's lunch boxes from either the community centre or outside from a marquee (dependant on weather), we will also offer face painting & glitter tattoos plus a lucky dip for the children (All supplied by Jo Pullman @ Spar Llanharry). Going to sell the tea & coffee at just 30p each to hopefully get the attention of the parents at our stalls. DT waiting to hear if we can obtain helium free of charge as to whether or not we sell helium balloons. We can use the community centre kitchen free of charge as it's a community project. Face paints and glitter tattoos already purchased from eBay.

DT had asked for Angharad's help with face painting but unfortunately she cannot make it.

SandF,DT,JP,MS are able attend the day, SF & MH are away.

All members need to ask friends/family for some extra help on the day, as it can be very busy, lots of advertising for the day.

EC suggested that maybe she can get a few TA's on board with helping us with face painting etc.

## **3. Extra activities to come**

**Nursery sports day** (w/c 17<sup>th</sup> June) were originally thinking to tie it in with class 2 & 3 but was suggested by EC that nursery sports day has to be separate. DT will co-ordinate the Nursery fun day, but did point out that I will not be able to be as involved as last year. Something else has to be planned for classes 2 & 3, as juniors will be included in the end of school

**Prom night** will be Fri 12<sup>th</sup> July, EC has agreed to co-ordinate the Prom night we have to agree a budget and pass the monies onto EC.

EC suggested photo's to be taken and sold to the children as we will not be charging for entrance/refreshments. Sweets and Glo sticks can also be sold for the PTA to be able to make some profit.

DT & MS to get a few disco quotes for the prom. And also SF said she'll check with Paddy regards disco lights as a stand by.

Will have another meeting closer to the dates to discuss further.

**Additional matters** SF to email EC with regards to save the date memo that can be put on the PTA section of the school's website. SF decided that she didn't want the password of the website as yet.