

## WALLACE FIELDS JUNIOR SCHOOL PTA MEETING

FRIDAY 11<sup>TH</sup> JANUARY 2:30PM

---

**Present:** Fran Madel (Chair), Claire White (Treasurer), Victoria Churchill (Secretary), Julie Kingsley, Andrea Day (Deputy Head).

**Apologies:** Lucy Patton (Vice-Chair), Catherine Halliday-Taylor.

### Minutes of Last Meeting

- Dates previously agreed have yet to be put in the Google school calendar.  
**Action - Mrs Day will ask for this to be done.**
- Fran to remind Ian to purchase additional BBQ and provide invoice to the school so that they can pay the VAT, then the PTA.
- Sample tables and chairs for Year 3 are being trialled by the school and colours are being chosen.
- Year 5 tables and chairs also in need of replacement and will be discussed further in due course.
- Chromebook purchase is in hand.
- Maths resources requested will cost less than previously thought.

### Trasurers Report:

Current bank account balance £19283.85.

### Autumn Events Total

Winter Disco	£591.70
Race Night	£449.49
Year 3 Cake Sale	£83.75
Fireworks	£1,723.12
Film Night (Nov)	£447.65
Christmas Fair	£2478.92
Year 6 Calendar	£308.98
Silent Auction	£640.44 with £140.51 still to come in
<b>TOTAL</b>	<b>£6719.05</b>

### Other Donations

Parent donations	£667.12 (inc £164.75 claimed in gift aid)
Easyfundraising	£264.31
Bank interest	£3.05

### Expenditure

Christmas Panto 13th Dec 2018	£490.00
SDP Project - Ribbon, Pens, Map	£35.29
Christmas Crackers	£138.35
Christmas Tree	£38.12
Maths Resources	£199.89
Whole School Token System	£170.00
Puzzle Challenge Day for maths	£565.00
Playground Equipment - Basketballs, etc	£49.07

### Proposed Upcoming Events

- Film night was cancelled. In retrospect it was agreed that it was too early in the new year. Some offers of help did come in but not a sufficient quantity.
- Valentine's Disco 14<sup>th</sup> February – publicised and tickets on door. Fran has already purchased food supplies for the event.
- Year 4 cake sale will be moved to 8<sup>th</sup> February (please confirm I have this right!) **Action – Julie Kingsley will see if she can obtain help to do this event. Fran will help set up (as will anyone else available!)**
- Comic Relief Fun Run 15<sup>th</sup> March – 2.45pm start (later than last year). Inflatables booked.
- Bring Year 5 cake sale forward to 22<sup>nd</sup> March.
- Silent auction – larger local businesses happy to support us going forward but unable to do so at Christmas. Approach in March to coincide with new financial year.
- Summer Fair – Fran is away, Lucky is leading. Clash with major football match that day so time accordingly!
- Celebration evening – not as big an event as last year, but will go ahead as planned.
- Race night – do we want to book this for October or later in the academic year? **Action – Julie Kingsley will suggest potential date to infants school – 11<sup>th</sup> October.**
- Fireworks event booked for 10<sup>th</sup> November. Due to a number of current helpers in year 6 moving on by then, we need to start getting volunteers early, in June.

### Any other business

- Funding principles document prepared by Vicki was accepted for use, with the main focus of the document being sharing information about purchases with parents, obtaining opinions on where money should be spent and trying to ensure that funds raised be spent in year so that the families who have fundraised see the benefit of the investment.
- School Grants document prepared by Lucky has been reviewed by Mrs Day and passed to relevant staff and she was thanked for the work she put into providing this information. We reiterated that Lucky was happy to support the school in the application process if required. **Action – Mrs Day will feedback to us at the next meeting once she has heard from relevant members of staff with their opinions as to what to bid for.**
- Fran would like to consider running a summer ball. Having looked at the May calendar, it appears impossible to find an appropriate date. Therefore she will look into doing this next year (2020). Venues discussed included Epsom College, Epsom Racecourse or the school hall with the hire of marquees which can be used indoors. Fran will look at options. Price was discussed and it may be that the ticket cost will make the event cost prohibitive – it was suggested that we do a poll on Facebook/via school newsletter to gauge interest for such an event and the price that interested parents would be prepared to pay.

### Next Meeting

Friday 1<sup>st</sup> March at 2.30pm.