

Minutes of Meeting

Title: PTFA Meeting	Location: Lavender Building
Date: 7 th June 2016	Time: 7pm
Attendees: Mark Rosewell Donna Henry Wendy Ager Suzannah Seegobin Robert Bergs Shelley Rowe Kaye Guest Ceryl Slasberg Mandy Gibbs Safia Higham Clare Mordue Sara Bonnick	

Item	Actions
1. Treasurer's Report	
CASH BALANCES (as at 7 th June 2016) Current Account £34.5k Savings Account £4.5k	
2. Treasurer Role	
Email to be sent out in September by Parentmail to either replace Coral Dalton or possibly find someone to share role with Coral Dalton.	Shelley Rowe/ Mark Rosewell
3. Disco	Joanne Pearce/ Kaye Guest
Last disco made £1,300 profit. Feedback from disco positive although some have mentioned music played too loud. 3 slots for disco to be trialled in October 2016. Slots are :- Slot 1 – Reception and Year 1 Slot 2 – Year 2 and 3 Slot 3 – Year 4-6 Times are still to be confirmed. Glow Toys – more need to be bought and all items sold must have BSI Kitemark and be suitable to be sold on school premises. Discussed pre-bagging sweets from October disco.	
4. Bags 2 School	
Next dates for Bags 2 School 23 rd November 2016 and 14 th June 2017	Shelley Rowe

Item	Actions
5. Uniform Sale	
Shelley Rowe to decide on date to hold uniform sale.	Shelly Rowe
6. Waitrose Token Scheme	
Waitrose Token Scheme raised £220 for CVPS PTFA.	
7. Music Night	
Possible cancellation due to Mr Vinten being currently off ill.	
8. Chipstead Flower Show	
No attending this year's show due to PTFA members with other commitments on day of show.	
9. Magician Night	
Suzannah Seegobin to organise for November. Possible date include 11 th or 18 th of November 2016.	Suzannah Seegobin
10. Fireworks Night	Caroline Roxburgh
Fireworks night confirmed as the 1 st of November 2016.	
11. Christmas Fair/Christmas Bazaar	Mark Rosewell
Discussed possibility of combining Christmas Fair and Christmas Bazaar. Fair/Bazaar would also be inside and outside.	
Decision to be taken in September about whether to combine or not.	
12. Year 6 Production	
Year 6 Production to be Grease.	
13. Other income	Shelley Rowe
Shelley Rowe to investigate whether we get money due back from Easy 2 Name and EasyFundraising.	
14. Club List	Tina Hewitt
Club list to be reviewed for September listing which clubs are free and which are payable ones.	
15. Defibrillator	Suzaanah Seegobin
Cost of defibrillator £800-£1,600 to school. Mark to investigate whether other schools in area have them. Maintenance costs to be investigated and training course to use are approximately £25. To be reviewed in September.	Mark Rosewell
16. Summer Fair - £.65k raised	
Feedback generally very good.	

Item	Actions
Inflatables to be run by School staff members next year as stricter control is required on numbers of children on inflatables. Sometimes too many have been on hence stricter control required.	
Need to review winning numbers on Bottle Tombola possibly reducing odds of winning.	
Dancing – discussed possibility of a break between dancing groups	
Area to be made bigger next year as overcrowding was an issue.	
Radio – music too low and needs to be louder.	
Access for disabled ramp – needs to be kept clear.	
Time to be given to helpers to have a look around Fair.	
17. Pond	Mark Rosewell
Quotes being obtained for a pond to be created. It will have upper and lower levels so all children to access.. Pond to be in place for when children return in September.	
18. Dates for Diary	
Pantomime at Redhill – 17 th December 2016	