

## Minutes of Meeting

<b>Title: PTFA Meeting</b>	<b>Location:</b> Lavender Building
Date: 21 <sup>st</sup> February 2017	Time: 7pm
Attendees: Martin Roughley Kaye Guest Ceryl Slasberg Shelly Rowe Emma Doyle Michelle Galvin Rachel McCallum Suzannah Seegobin Dev Aubeeluck Vikki Pope Clare Mordue Robert Bergs Marilyn Fawbert Coral Dalton	

Item	Actions
<b>1. Treasurer's Report</b>	
CASH BALANCES (as at 21 <sup>st</sup> February 2017) Current Account £19k Savings Account £4.5k <b>TOTAL £23.5k</b>	
<b>2. Introduction and welcome by Martin Roughley</b>	
Welcome and introduction by <b>Martin Roughley</b> .	
<b>3. Fireworks Night</b>	
Fireworks night confirmed and booked as 2 <sup>nd</sup> of November 2017.	
Torch Procession to be held for current year 6 at end of Spring term.	
<b>4. Christmas Fair/Bazaar</b>	
Agreed that events will be separated Christmas 2017.	
<b>5. Pantomime</b>	
Harlequin Theatre, Redhill will not give CVPS deal on tickets for Christmas 2017 pantomime.	
<b>Shelly Rowe</b> currently looking into alternatives, such as Wimbledon and Epsom and also going back to the Harlequin to try and negotiate again.	<b>Shelly Rowe</b>
Discussed the possibility of looking into external theatre groups to put on our own event at CVPS.	
<b>6. Christmas Cards</b>	<b>Zoe Larkman</b>
£1,300 profit made.	

Item	Actions
<b>7. Comedy Night</b>	<b>Helen Croker</b>
Booked for 14 <sup>th</sup> of June 2017 – organiser Helen Croker	
Event to be available on ParentPay – advance ticket price confirmed as £8. Price on the night £10.	
Cash bar – to be held on night.	
Doors to open at 7.30pm with an 8pm start. Finish time around 10pm.	
Limited spaces – so early booking advisable.	
<b>8, Bags 2 School</b>	
Bags 2 School date confirmed as 14 <sup>th</sup> June 2017.	
<b>9. Disco</b>	
Profit from disco £1k	
Hot dogs proved popular and sold out. Need to investigate other vegetarian alternatives.	<b>Jo Pearce</b>
Refreshments – not as popular as previous discos.	
May date yet to be arranged.	
<b>10. Summer Fair</b>	
Confirmed date as 9 <sup>th</sup> July 2017.	
<b>11. Defibrillator</b>	
Locations of devices are to be Main Reception and outside the Lavender Building.	
<b>Martin Roughley to investigate school purchasing Life Vac device.</b>	
<b>12. Kidspace</b>	
Kidspace night to be held in May half term – 1 <sup>st</sup> June 2017 from 7-9pm	<b>Suzannah Seegobin</b>
Prices to be £6 for children and £3 for adults.	
Ratio of 1 adult per 4 children –rule and CVPS only children to attend.	
<b>13. AOB (Any Other Business)</b>	
<b>Spending Plans</b>	
<b>Pond</b>	
£20k spend pond now completed	
Storytelling chair to be installed imminently	
<b>PTFA agreed to the slight overspend of around £50.</b>	
Fish to go in the pond in the Spring.	
<b>Swimming Pool</b>	
PTFA agreed to pay for the Pool Platform for CVPS swimming pool.	
PTFA agreed <b>NOT</b> to pay for swimming pool cover.	
<b>After School Clubs</b>	
No more hall space. Discussed new ideas for Lego Engineering club and Knect Club. Shortage of clubs discussed and oversubscribed issue.	

Item	Actions
Possibility of sending parents Google Form for more ideas on which new clubs they would like to be run discussed.	
<b>Music Department</b>	
Music department – funds requested for music department – need more information from Mr Vinten.	<b>Mr Vinten</b>
<b>AOB</b>	
Coding club – smaller room space and less computer but Mr Roughley assured all would be restored for next week and project to be fixed or new one ordered.	
Lack of parental help for events discussed – welcome gift pack to be given to new parents at school to generate more help.	
<b>Coral Dalton – to organise PTFA social.</b>	<b>Coral Dalton</b>
New parents on school –form from PTFA requesting help – suggested.	
Also suggested pack about the school and what the PTFA offers, raises money and pays for.	
June meeting for September new parents – PTFA members to promote PTFA and explain its benefits.	
<b>April/May PTFA meeting – sort out June new parents meeting information.</b>	<b>Ceryl Slasberg/ Kaye Guest</b>
Adding help form on PTFA page on CVPS website and information about PTFA also suggested.	
<b>NEXT MEETING – The Lavender Building – 7pm – Monday 27<sup>th</sup> March 2017.</b>	