

FRIENDS OF BEECROFT ACADEMY - PTA

friendsofbeecroft13@gmail.com

Minutes of meeting held on 29th September 2015

Present: Sarah Humphreys, Veronica Reavey, Maxine Boyle, Rachel Whitelock, Karen Mitchamson, Suzanne Mekota, Michelle Hart, Karen Boon, Hayley Jackson

Officers: Chair: Maxine Boyle; Secretary: Rachel Whitelock; Treasurers: Michelle Hart & Veronica Reavey

1 New Membership & DBS checks

Not all helpers for Friends of Beecroft need to be DBS checked, although common sense needs to be applied regarding what they can do at an event and they should never be left alone.

2 Finance report

Current balance is £1988.83 and the books are ready to be audited. VR suggested putting out a groupcall to see if any parents are accountants and would be willing to audit the books

3 New Headteacher/spending

MB and RW met with Mr Hughes 17/9/15 to discuss the way forward with Friends of Beecroft. Mr Hughes said he would like to see money being spent on relocating the wooden gazebo in the playground and purchasing an activity/climbing frame for Upper KS2 children. This was put to the meeting and was mutually agreed that this would be our target for the year.

Mr Hughes also suggested that Friends of Beecroft should look into purchasing a shipping container, to use as storage for all PTA items. **ACTION: MB to liaise with Mr Hughes regarding how much this would cost and whether we would need additional insurance for it. An inventory should be made of all items put in there.**

MB proposed that we look into purchasing lighting for future discos, instead of spending out each time on a DJ. VR suggested when we put a groupcall out for an accountant, we could see if any parent would be able to DJ at events. **ACTION: It was agreed that RW would get costings for lighting equipment.**

4 Future Events

During the meeting with Mr Hughes, MB and RW set a provisional list of events for the whole school year. This was discussed at the meeting and agreed by members. (See attached list)

Mr Hughes suggested making future discos more family orientated, with parents being invited and setting up a bar. This was discussed amongst the members who decided we would stick to the original format for the October disco, as we only had a few weeks to organise, but we would discuss at the next meeting and look to trial it later in the year.

100/200/300 Club – RW & SH explained how the club works and how much money could potentially be made by it. Mr Hughes has no objections to it. **ACTION: RW to find out if we need a licence and how to get it started.**

Monster Ball: 23/10/15 Members agreed that the Autumn Disco would be themed as a Monster Ball and the old format of children only would be used this time around. Reception, Year 1 and Year 2 would run from 3.30pm – 4.45pm and Years 3,4,5 would run from 5.15pm-6.30pm. We would offer Hot Dog, Burger or Veggie Burger plus drinks and fruit for the children. Glow-sticks and tattoos would be on sale at the disco and children should bring £1 to the event. Tickets would be payable in advance at £3 each. **ACTION: MB and RW to speak to Laura Le Boutillier regarding getting some children to make decorations**

Carols by Candlelight/CD: This year we will trial a Carols by Candlelight evening on 8/12/15. RW spoke about a company who can come into school to record the children prior to the event and will make a CD which the school can sell on the evening. Hot chocolate/Hot drinks and mince pies, plus glowsticks will be sold on the evening. **ACTION: MB and RW will meet with Julia Fraser on 5/10/15 to discuss both the CD and the event.**

Christmas Fair: 28/11/15 The Friends of Beecroft will hold a Christmas Fair open to the community. We will invite stallholders in and have a range of activities and games for children. There will be a ‘Secrets’ room where children can go in without a parent, to purchase presents. This will be discussed at the next meeting. **ACTION: KM to research the best place to purchase presents from. RW and MB to send out letter for stallholders asap.**

5 AOB

A letter was received from BuzzBees asking if we would consider purchasing some games and equipment, primarily for the new upper KS2 children. It was agreed we would donate £100 **ACTION: VR to liaise with Buzzbees staff to purchase £100 of items.**

MB and RW discussed with Mr Hughes the possibility of the Friends of Beecroft having its own page on the school website. Mr Hughes agreed this should happen and he will discuss this with the IT department. It was also agreed that we could have a Facebook page to promote events and to ask for help from parents/carers. MB and RW would be admins and the group would have tight security. **ACTION: This has been set up and in the process of adding members to it.**

6. Date of next meeting

Next meeting will be in October and will be the AGM. Date yet to be confirmed. We discussed if we could set a regular date (e.g. the first Tuesday of each month). This is proving difficult to decide on a day/time that is suitable for everyone, but we will possibly trial alternating a Tuesday one month and a Thursday the following month. This will be confirmed shortly.