

Minutes of the PTA meeting held on 6.10.16

At The Bramcote College at 6pm

Present: Paul Heery, Julie Francis, Sned, Elaine, Melissa, Tereasa and Jane

Apologies: Cathy, Emma Peebles and Mr Morton

The main reason for this meeting was to discuss the forthcoming Candlelight Evening. The event is to take place Thursday 10th November 2016 at 6.30PM.

Julie Francis is sorting out the TENS licence for the bar and also the floats for the entrance as this money will be going to a charity rather than the PTA

Originally we were hoping to have a three course meal like last time but unfortunately, the company who helped us last time are not available. Therefore, after discussion it was decided to charge £1 entrance fee (to charity) then have refreshments tea/coffee/soft drinks and a bar along with a cake stall and crisps/nibbles. Also to run a tombola on the night (all proceeds to the PTA).

Julie is also to ask for staff helpers on the night.

Sned is sorting the tombola out and we will ask for donations on the newsletter, we will also need to ask for donations of cakes nearer the time (Elaine to sort).

Mr Morley has kindly done posters for the evening and Sned will liaise with him regarding advertising the event.

Elaine and Tereasa will buy the necessary soft drinks crisps and nibbles. We used to use Makro but since this has changed we have decided to use Costco instead. Cathy we will need you to arrange for a Costco card please as we will need recent statements to prove we are a charity in order to get the card and we believe the cost is an annual fee of £22. Please could you arrange this for us? Once we have the card we can then get the shopping needed. Any surplus stock can be used at the Christmas disco.

Sned, Melissa, Elaine, Jane and Tereasa are able to help on the night but Elaine Will send an e mail out for further helpers. Helpers will need to arrive on the night about 5.30pm to help set up.

Melissa is also still in full control of the Christmas cards and we look forward to the end results.

CHRISTMAS DISCO

Friday 16th December 2016 for years 7,8 and 9. The DJ and bouncy castles have already been booked and we will have a meeting Thursday 1st December at The Hemlockstone pub starting at 6PM to discuss this further, it would be lovely to see as many of you there as possible.