

Meeting Of: Alleyne's High School Parent Teacher and Friends Association (PTFA)

Date: 14 June 2010

Present: John McGinn (Chairperson), , Karen Lockett (President), John Mather (Treasurer), Elizabeth Goldstraw (Secretary), Martin Kerridge, Sue Kirsop, Mandy Garner.

Apologies : Kathryn Smith, Wendy Taylor, Mike Reynolds, Bob Jones, Steve Potts, Lucy Brace, Cristina Rhodes, Wendy Moore

Area of Discussion	Outcomes/Actions
Minutes of 29 March 2010	Approved
Matters Arising	Laser cutter – on order and extraction costs to be funded by ABB. Total cost to PTFA £5650 less 3% discount totalling £5481.10. This includes £75 training costs. ACTION: John Mather to arrange payment within 30 days of order.
Treasurer's Report	
Report back on previous events	Plant Sale. Thanks expressed to all who helped. Discussed possibility of holding it in town in future to attract more passing trade. Disadvantage would be transporting purchases as some people buy in bulk and we would need to help them back to their cars. ACTION: John McGinn to enquire if possible and if so costs of a market stall
Future Events	Music Event: No tickets sold, no publicity in school and 6 th formers have effectively left apart from exams. Still outstanding queries from previous meeting such as need for public liability insurance, cost of security. Karen suggested the theatre would be a much better venue anyway. It will hold more; it is easier to control crowds so better for risk assessment and reduces need for paid security if staff can attend. The school's entertainment licence would apply. Refreshments could be served part way through in the dining room. Agreed therefore to postpone until October. To choose a Thursday 7-10pm or even 6.30 till 9.30pm when staff are more likely ot volunteer to help. ACTION: John McGinn to ask Gavin to advise all the bands of postponement. Martin Kerridge to check bookings for the theatre and

	<p>advise a suitable date. Martin Kerridge to ask Paul Marsh if would support bands in the preparation and running order by meeting over lunchtimes.</p> <p>In respect of <i>future events in general</i> need to address the issue of public liability ACTION: John McGinn to make enquiries of what is required; then John Mather to seek quotes if necessary.</p> <p>Year 9 Parents Evening: to be held 1 July at 6pm. Agreed to have a stall in reception to promote the PTFA. Will publicise some items previously funded namely sound system (approx £5k); TVs (approx £3k) and Laser Cutter (approx £5k). ACTION: John McGinn to arrange photos of the items. Karen Lockett to arrange boards to display them. Sue Kirksop and John McGinn to attend the evening. Elizabeth Goldstraw to produce a short note and tear off slip for potential committee members and helpers to complete.</p>
AOB	School website now has a PTFA page
Date of Next Meeting	<p>Next meeting – end of year meeting in the Wayfarer Pub A34 at 6.30 on 19 July</p> <p>AGM to be held in school on 20 September at 6.30pm.</p>