

## **ACS PTA Minutes – 8th November 2018**

**Attendees** - Julia Milligan, Nadeene Stewart, Mrs Goddard, Claire Toms, Katharine Rhodes, Irina Crick, Joanna Connal, Angela Skinner, Amy Leary, Jo Garcia

**Apologies** – Annie Horne, Carly Dawes, Julie Fernandes, Sophie Attree, Sophie Ashcroft, Nicole Ho, Tina, Suzy Hope, Heather, Lizzi, Amanda, Susie Williams

**Approval of last month's minutes** – everyone was happy with last month's minutes and there were no issues to carry over to this month.

### **Draw for 200 Club**

This was drawn by Mrs Goddard.

The first number was 51, Sarah Dunne and the second number was 55, Erika Brown

### **Event Round Up**

#### **Autumn Bake Sale**

The event went very well and there were lots of cakes to sell. All cakes were priced at 50p each again, which seems to work really well. We do need to make sure there's at least 4 people selling at future sales though as it does get very busy. XYZ were also pleased with how it went in relation to them. A profit of £233 was made.

#### **Coffee Morning**

This was well attended, and there were a few left over cakes left over from the Bake Sale, which were sold.

#### **Halloween Disco**

The disco seemed to be popular and enjoyed by all and made around £800 profit. It was mentioned if the price should come down for this event in the future.

We discussed the option of having glow sticks again at future events, as the children really enjoy having them, but we're put off as they're not eco-friendly! We decided for a few reasons fruit shoots would not be given to the children and it worked well them having their class drinking bottles. But in future it might be an idea to bring them down earlier so they can be filled and ready for drinking. It would also be good if the bottles could be marked with the name and class of the children, maybe using a Stampatic stamp.

## **Odyssey Take Over**

182 tickets were sold this year for the event and it brought in a profit of £517. Eventbright worked well for this event, especially as it was straight after the half term, so people could decide nearer the event if they wanted to come.

The clearing up worked well and the cinema said they really enjoyed the event too.

We have given the Odyssey a date for June 3<sup>rd</sup> for the next event and we will decide the film earlier next year to make things easier for the cinema and for us.

## **Upcoming Events**

### **Christmas Cards**

The order forms went out in book bags today and need to be back in by next Tuesday. The class reps need to send out details to remind parents and we will ask the office to send out a text too.

Volunteers will be needed to help sort out the envelopes and the order forms. Volunteers will also be needed at the beginning of Dec to help sort out the cards and give them to each class.

### **Christmas Fair – 24<sup>th</sup> Nov**

Claire has emailed all the external stall holders and all the boxes have been laid out and sorted for our stalls.

It was decided we'd do a Crazy Sock/Tights day in return for bottles for the Bottle Tombola. We will also ask for bakes for the cake stall to be brought in on that Friday, the 23<sup>rd</sup>.

We need to fill 90 slots with volunteers. Claire will send out a flyer with all these details and the volunteer time slots on.

It was suggested that the core set up team arrive at 10am, with other helpers arriving at midday.

### **Years R & 1 Film Night – 7<sup>th</sup> December**

The film Stickman was decided on for this event as it is nice and Christmassy and suitable for the age group. It also only 30 minutes long. We debated the cost and decided on £2.00 per child, as this will still make a small profit. A sub-committee will be set up for this event and Claire will sort out the flyers.

## **AOB**

Claire and Nadeene attended a meeting at Camp School, with other PTA's, from other schools in St Albans. They found the meeting very useful and it helped reaffirm that we're doing a good job!

All Schools generally have the same top-earning events and their Christmas and Summer fairs all seem to net between £2-4k.

In addition to these, other schools do similar events to us, such as the Comedy and Quiz nights, but it was interesting to hear their other successful fundraisers, such as:

- Camp-outs (This is something we are considering for next year)
- Balls (This could be a one off event to help boost the fund raising for the basement renovations)
- Comedy Nights
- Enterprise stalls for years 5 and 6
- Silent Disco
- Christmas Gift Shop (we could look at buying bits for this in the sales)
- Olympic Sports (Inviting local sports people for the family day)

## **School Camp Out**

Claire has look into the feasibility of this, venues, costs etc.

Bernards Heath School use a Scouting Facility in Well End and have hosted very successful Camp-outs there.

It would work out at £25 per head and we could hire the whole facility for £4k.

The centre puts on 6-7 activities for the children and we can also do games like the Tug of War – B/H would lend us equipment for this.

B/H just hire the kitchens there for making tea and coffee and then families arrange their own food using BBQs etc.

It was suggested we provisionally book a weekend for this. We would need 400 people to attend to get exclusive use of the facilities.

## **Sponsorship for Next Year**

Claire has been talking to Laim at B&H.

This year we charged them £1600 for advertising on the Calendar, at the Christmas and Summer Fair.

We are happy for them to do the sponsorship again this year if they are and we would stay at the same level of sponsorship fee.

### **Book Wish List**

We will ask Sam to put a banner on the website/FB page giving details if parents would like to buy a Christmas Present for the school.

Angela will tidy up the list of what is needed in the library.

### **Card Machine for Events**

This will be looked into for future events for payment at the bar etc.

### **Claiming Gift Aid**

This is something we need to look into for future events as it can help increase the funds raised. We need to know if Trustees etc are needed to be eligible for this.

There is a list of the larger companies who allow their employees to fund match. We also need to try and take advantage of this to help boost our profits. We are going to make the parents more aware of this as there are bound to be parents who get involved with events and work for these companies.

**Date of next meeting Monday 3rd December**