



HEREFORD  
CATHEDRAL  
SCHOOL

Hereford Cathedral Junior School  
PTA

**HCJS PTA Committee Meeting**  
Monday 8<sup>th</sup> October 2018

No. 1 Castle Street – 7.30pm with informal drinks afterwards at Castle House Hotel

**AGENDA**

1. Apologies
2. Approval of minutes of the AGM, held 26<sup>th</sup> September 2018.
3. Matters arising from the minutes of the last meeting
4. Contact sheet – please confirm email address/contact number
5. Chair's Report
6. Headmaster's Report
7. Treasurer's Report
8. Giving Machine and Communications Report
9. Role and responsibilities of the Year Rep
10. Annual allocation and commitments
11. Autumn Term Events:
  - Bag 2 School (w/c 8<sup>th</sup> October)
  - Fireworks Night (Fri 9<sup>th</sup> November)
  - Christmas Fund Raiser (Fri 30<sup>th</sup> November)
  - Christmas Events
12. Looking ahead – Summer fundraiser, ideas for Spring
13. Meeting Time for Committee Meeting – discussion for alternate times
14. Any other business – please submit these no later than Friday 5<sup>th</sup> October 2018
15. Date of next meeting –
  - PTA Reps Meeting – Tuesday 23<sup>rd</sup> October, 9am – Library
  - PTA Committee Meeting – Thursday 15<sup>th</sup> November – 7:30pm, No 1 Castle Street

Please contact Rebecca Morgan-Jones or email [juniorpta@herefordcs.com](mailto:juniorpta@herefordcs.com)