



Hereford Cathedral
Junior School
PTA

Minutes of Committee Meeting

Thursday 13 November 2014 – No 1 Castle Street 7.30pm

1. Attendees & Apologies

Chris Wright, Helen Bissell, Karen Blyth, Louise Evans, Lucy Debenham, Catrin Goode, Emma Haverty, Charlotte Matthews, Katie Seekings-Jenkinson, Nicky Evans, Rachael Manacchini-Godfrey, Kathy Gundy, Alina Price, Frankie Pope, Kathryn Reid, Kate Gilks, Sharon Jones and Beccy Lively.

Apologies were received from: Rachael Capazolli, Wendy Tarplee-Morris, Shirley Vickery, Kate Hollingsworth, Mandy Joseph, Marie Hussey, Serena Crump, Gail Small, Louisa Essenhigh, Michelle Bowley, Sarah Daw, Donna Wood, Zoe Rose, Bhavin Trivedi, Claire Hayes, Stuart Turpin and Sarah Morgan-Jones.

2. Approval of the Minutes from the last Committee Meeting

Proposed: Kathy Gundy

Seconded: Catrin Goode

3. Matters arising from the Minutes of the last meeting

There were no matters arising.

4. Chair's Report

Helen opened the meeting by commenting on the wonderful fireworks evening. The numbers were up again this year. 350 this year compared to 293 last year. Helen felt this shows that spending a bit more on fireworks does help as it is essentially what everyone comes to see. Helen made a few points looking forward to next year - the new barrier fencing made the marshal's job much easier, we had exactly the right amount of food and drink and the glow necklaces and bracelets were the top sellers!

Helen then went on to thank various people for their help with the evening:

Graham and Don Essenhigh – for again taking time off work and giving us their time all day and providing the lighting, power, tents, walkie talkies – all making the event possible.

Ady and the fire crew – again taking time off work and giving their time to ensure the safe show of fireworks.

Thank you to the committee and all the reps giving their time:

Glow sticks and doughnuts – Claire Hayes, Donna Wood and Wendy Tarplee-Morris

Gate Girls – Nicky Evans and Charlotte Mathews

Food Tent – Karen Blyth, Sarah Morgan-Jones, Sarah Daw, Helen Bissell, Rachael Manacchini-Godfrey and Serena Crump

Rope Marshalls – Mr Debenham, Mr and Mrs Capozzoli and Bhavin Trivedi

Lost Child Monitor – Catrin Goode

Doctor on Call – Andrew Hargreaves

End of night unloading at Bubble Productions – Bhavin Trivedi, Rob Goode, Helen Bissell and Graham

Rugby Club parking – thank you Beccy Lively for giving permission for helpers to park here.

On a final point Helen underlined that the Fireworks evening is purely a social event put on for parents by the PTA – it's about family and socialising with other parents. It is not a fundraiser.

5. Headmaster's Report

Mr Wright opened his report by thanking the team effort that was fireworks. He commented on the attention to detail from Mr Debenham in his role for the evening underlining that it mirrors that of the PTA.

From the school side Mr Wright commented on the fact that so much goes on at the school and he feels increasingly proud of all of this – since the last committee meeting so many events have happened.

It was good to see the school in action this morning as the Year 6 pupils did the school proud in showing prospective parents around. Eleven sets of parents came to the open morning and enjoyed seeing the school in action on a ‘normal’ day, making it more realistic and in some ways less intimidating.

6. Treasurer’s Report

The Treasurer’s Report highlighted that we have honoured our commitments to the percussion workshop at **£523**.

Christmas gifts have been sourced and ordered coming in at **£216.67 (a saving of £93.34 on last year)**.

See below for a detailed report on fireworks spend – overall numbers were up on the previous year meaning total income was also up on last year. The loss was reduced by £198.09 on last year.

INCOME				EXPENDITURE	
Pre-Paid				Fireworks Ady Morris	£734.10
Adult Ticket sales	189			Hog Roast Ogleby Butcher	£395.00
Child Ticket sales	161			Bread rolls/doughnuts	£69.98
				Bookers Cash and Carry	£186.60
Ticket Sales total		£1,253.00			
Glow Stick & Doughnut Sales		£215.50		Glow sticks Glowkings	£95.00
TOTAL		£1,468.50			-£1,480.68
				NET PROFIT	-£12.18

7. Bag2school

The collection bags were all sent out to parents before Half Term. The collection of bags begins on Monday 17 November for four mornings. Collection of bags will be outside the front gate for juniors and into the middle classroom for pre prep and nursery. Helen asked for help in collected and delivering to Bubble Productions where the bags are kindly stored

before final collection by Bags2school. Thank you to Ala Price and Kathy Gundy for volunteering their help and Karen and Louise will also be around all week to help Helen.

8. Christmas Bazaar

This will take place on Thursday 27 November in the Dining Hall. There will be no clubs that evening. Set up will be 2.30pm and the Bazaar runs 3.00-4.30pm. Helen reminded reps once again that they can claim £20 from the PTA for prizes for their stall (receipts needed for claiming money back), the other option is to ask parents to donate prizes.

Helen then asked each year group for their stall ideas – shown below:

- Nursery Gingerbread
- Reception Electric buzzer game
- Year 1 Hoopla
- Year 2 Festive fruit machine
- Year 3 Lucky Dip
- Year 4 Numbers Game
- Year 5 Snow can alley
- Year 6 Refreshments

The Head boy and girl will be having a table with money raised going towards their charities – RNLI and St Johns Ambulance.

Helen mentioned she does have a few prizes left over from various events – please shout if needed.

All stalls should charge 50p as we have found from previous years it makes it a lot easier to charge the same especially where the float is concerned. Floats in boxes will be provided.

Helen reminded reps to keep an eye on emails as all communication with regard to the Bazaar will be done this way.

9. Christmas Production

All costumes have been made. Helen asked for help specifically from Year 1 and 2 reps for when the children try on their costumes. This will be on Wednesday 26 November 8.45am - Thank you to Emma Havert, Kate Gilks and Lucy Debenham for offering their help. If any other help is needed for the production Mrs Lord will contact parents.

10. Pre Prep Christmas Gifts

Helen and Catrin have sourced and purchased all Pre Prep Christmas gifts, saving £100 on last year's spend. Helen, Catrin, Karen and Louise have wrapped all the presents so they are now stored and ready for distribution.

11. Any other Business

Helen mentioned a couple of evening socials that were taking place for Year 5 and Year 3 – details of which are to appear in the Junior Times. The Year 5 social threw up the issue that not all the reps knew this had been arranged – Kate Seekings to speak to Ala Price about the evening.

12. Date of next meeting

This has yet to be confirmed.