



Hereford Cathedral
Junior School
PTA

Minutes of Committee Meeting

Monday 27 April 2015 – No 1 Castle Street 7.30pm

1. Attendees & Apologies

Helen Bissell, Karen Blyth, Louise Evans, Lucy Debenham, Catrin Goode, Rachael Manacchini-Godfrey, Beccy Lively, Marie Hussey, Louisa Essenhig, Sarah Daw, Claire Hayes, Stuart Turpin, Kathy Gundy, Kate Gilks, Kate Hollingsworth and Bhavin Trivedi.

Apologies were received from: Charlotte Matthews, Emma Haverty, Nicky Evans, Chris Wright, Wendy Tarplee-Morris, Gail Small, Sharon Jones, Michelle Bowley and Frankie Pope.

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 welcoming everyone back after the Easter Break and thanking everyone for coming this evening. Although last term seemed quieter we did still achieve a lot. The term finished with the Easter egg hunt for Pre Prep and then the school disco for the juniors. Helen thanked all the helpers – for the bunny hunt: Helen Bissell, Wendy Tarplee-Morris, Sarah Daw, Beccy Lively, Lui and Rachael Capazolli, Michelle Bowley and Marie Hussey and of course the Easter Bunny himself – a breath-taking visit to Nursery!

Thanks to Mrs Wainwright for her wonderful much needed tea and thank you Asda who again did an amazing deal on Lindor bunnies!

Helen then moved onto the disco – Karen and Louise ran a fantastic disco with DJ Terence Stimson. Many thanks again to our helpers – Kate Seekings, Ala Price, Sarah Daw and Serena Crump. Big thanks to Andy and Sue from catering who pulled out all the stops and provided hot dogs and squash. Thank you also to the staff who signed the children in and out – Dr Barber, Mrs Matthews, Miss Toulan, Mr Bond, Mrs Goode and Mrs Gummerson. A great way to end the term.

Helen mentioned that she has had a thank you card from Mrs Windows for the camera the PTA approved and a thank you from Reception for all the fancy dress clothes donated by the parents.

Ball tickets went on Sale last week and we already have an estimated number of 130.

Helen then passed around a form for Reps to sign to indicate their intentions for next year – if they have been a rep for two years then it is normal to offer the role to the class for someone else to do the job; obviously if no one else wants to do the job and you are happy to carry on then this is fine. Also as a rep if you feel you want to stop after a year then this again is fine.

With regard to the PTA committee – Helen, Karen and Louise will all be standing down having completed two years in office. Lucy Debenham will carry on as Treasurer. Three parents have come forward to take on the other roles of the committee: Sarah Daw as Chair, Louisa Essenhigh as Vice-Chair and Rebecca Blackman as Secretary. The new Committee will be voted in at the AGM.

5. Headmaster's Report

As Mr Wright was away inspecting schools in Gatwick he had given his report to Helen to read to the meeting. He began his report by looking at new children to the school. Five new children have been welcomed to the school this term – two in Nursery, one in Year 1 and two in Year 5. This means the Junior School has welcomed 3 families completely new to the school. Updated contact sheets will be emailed to parents as soon as the necessary consents have been given from the new parents.

There is a PTA reps meeting scheduled for 12 May. At the last meeting the group toured the outdoor play spaces of the School and agreed that it would be good to tour other parts of the School. Mr Wright has organised for the group to visit the Nursery – reps to meet in the Library and go from there.

Looking at PTA funded items – the new camera has been purchased for Nursery and they are very happy! The Frog Garden development is proceeding well – all children in Reception, Year 1 and Year 2 have voted for the equipment they would like in the adventure trail and

this had been ordered. The shrubbery is due to be removed this week. The work in the Frog Garden is due to be scheduled for one week this term.

6. Treasurer's Report

Since our last meeting, the recent events have been:

- Easter Disco Y3/4 and Y 5/6
- Easter Eggs
- Ongoing sale of second hand uniform

i) Easter Disco

Easter Disco 2015		
YEAR	INCOME	EXPENDITURE
Y3/4 – total 57	£228.00	
Y5/6 – total 59	£236.00	
Disco and DJ hire		£180.00
TOTAL	£464.00	£180.00
NET PROFIT	£284.00	

ii) Easter Egg Hunt

- Easter Eggs cost £260.00

iii) Second hand uniform sales:

- Ongoing sale of second hand uniform has raised £7.00

iv) AOB

- Summer Ball tickets ongoing
- Bag2school cheque finally arrived - £136

7. Summer Term Events

These are as follows:

- **The Ball** – Helen reported that ticket sales are going well, nearly 130 so far. She thanked everyone who had so far helped with donating prizes and asked if anyone had anything for the Pamper Hamper to drop it into the school office. Mrs Stick's daughter is taking photos on the night and has kindly offered to donate £1 of every photo purchased to the PTA. Mr Gorst has agreed to once again be the auctioneer on the evening.
- **Bag2School May 5 -7** - Helen asked for helpers for these three days; Louisa Essenhigh and Louise Evans both volunteered.
- **Summer Fete** – this is happening early due to the Year 5 and 6 Paris trip. Set up will be 2.30pm, floats and tubs will be provided. Helen reminded the meeting that we can ask for things not money and the PTA allocates £20 per year group for prizes.

Helen asked for all receipts to be provided for reimbursement. St David's Hall will be used if it is a wet day.

- **Uniform Sale** – this is not in the school diary but takes place on Thursday 25 June which is 'moving up' day. Parent and PTA uniform is sold and the sale is held in the dining hall. Helen asked for volunteers as both she and Karen will be at the Senior School that afternoon so not able to help. Louise Evans, Kate Gilks, Kath Gundy and Louisa Essenhigh all volunteered.
- **Sports Day** – this will be held on Friday 3 July. Helen will ask for helpers nearer the time to help man the tent. Charlotte Matthews had kindly agreed to donate the milk again.
- **Year 6 Leavers' Party** – plans are well under way for this event and thank you to Nicky Evans for coordinating everything.

8. Any Other Business

Helen asked for this to be sent in advance to the Chair. Helen wanted to take this opportunity to remind the meeting to use the Giving Machine. Sheets were handed out containing details but basically if anyone shops on line and goes through the Giving Machine when checking out then a percentage of the money goes directly to the Junior School. This has made only £50 in the last two years and Helen thinks that's all her shopping!

9. Date of next meeting – Tuesday 9 June 2015 – No. 1 Castle Street 7.30pm