



## Minutes of PTA Meeting – 09 March 2011

**Venue:** The Bellemoor

**Attendees:** Claire Naylor, Dawn, Liz Barnes, Anthea Bell, Miranda Boakes-Clark, Carol Randall

### Topic: Red Nose Disco – 17 March 2011

The Red Nose Disco will be held on Thursday 17 March 2011 from 6 pm to 7.30 pm. The DJ is confirmed, and invitation letters already distributed to the children.

Carol Randall will not be helping with the disco on the day, but will be available for some of the preparation work beforehand. Tasks still to be completed are as follows:

Task	Who	When
<b>General Administration Tasks</b>		
Sort out ticket sales / money received	Carol Randall	11 and 14 March
Send out letter to parents, with tickets, requesting cakes with red noses on top to be donated	Carol	14 March
Confirm Volunteers (7?) to help at disco on 17/3 Volunteers so far: Anthea, Miranda, Liz Barnes, Dawn plus Mrs Sennett for ice pop sales	Anthea Bell	By 16 March
Confirm Teachers to help at disco on 17/3	Carol	By 11 March
<b>Popcorn</b>		
Confirm if Sheena Danson and Louise Parkes can make popcorn during the school day on 17/3	Anthea	By 11 March
<b>Shopping</b>		
Buy hot dog sausages and ice pops from Lidl Carol to advise number of ticket sales on 11 March	Miranda	By 17 March
Buy popcorn kernels, butter, veg fat, golden syrup for popcorn making	Carol	By 16 March
Buy 400 glow sticks from 99p shop	Dawn	By 17 March
Buy (100?) red noses from Sainsburys Carol to advise number of ticket sales on 11 March	Anthea	By 17 March
Buy hot dog rolls from Asda	Anthea	By 17 March
Buy tattoos from Baker Ross	Carol	10 March
<b>Other Tasks</b>		
Check if enough ketchup in Store 10, otherwise add to shopping list	Carol	By 11 March
Check if enough cups in Store 10, otherwise add to shopping list	Carol	By 11 March
Put ice pops in the freezer in staff room with enough time to freeze	Miranda	By 15 March
<b>On the Night</b>		
<b>Setting up</b> Including cooking hot dog sausages, cutting rolls, setting out donated cakes, preparing kitchen area, preparing drinks, getting tattoo and glow sticks sales area ready, ice pop sales, arranging cash floats, etc.	Anthea and Miranda	5pm on 17 March
Clearing up	Anthea, Miranda and Liz	



**Topic: AOB**

The following major events are currently being organised:

- **Mufti Day – Friday 08 April**
- **Giant Sleepover – Friday 10 June.** Anthea Bell, Liz Barnes to stay all night. Miranda Boakes-Clark to help for the evening only. This is in addition to the Teaching Staff confirmed (Emma Henderson, Philip Male and Geoff Brown). More parent volunteers are still required.
- **Y3-Y5 Summer Term Disco - Tuesday 19 July** (suggested date)
- **Y6 Leavers Party and Disco – Tuesday 26 July** (confirmed date)
- **Tuesday 26 July – Year 6 Leavers Party**, including disco (confirmed date)
- **Christmas Disco - Thursday 08 December** (suggested date)

**Action:** Anthea Bell to check disco dates with the school, and then book DJ

**Matched Funding:** research to be done on which other employers offer this excellent fundraising boost.

**Next Meeting: Wednesday 06 April at 3.30 pm, in the Teachers' Resource Room**

**Thank you to everyone for attending**