

Chair – Julie Millward  
 Vice Chair – Kate Moore  
 Secretary – Alex Hind / Sally  
 Berrington  
 Treasurer – Liz Hargreaves

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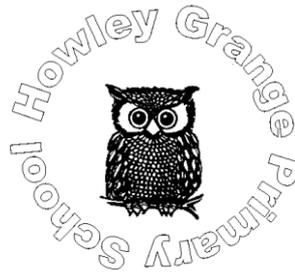


**HOWLEY GRANGE  
 PRIMARY SCHOOL PTA**  
 Howley Grange Road  
 Halesowen  
 West Midlands  
 B62 OHS

**Thursday 5 October 2017 – meeting notes  
 School Bungalow - 7:30 pm**

Item	Topic
1.0	<p><b>Welcome and apologies:</b></p> <ul style="list-style-type: none"> <li>• We had a very good attendance at tonight’s meeting, 22. We hope that the rotation of evenings has helped with members who could not make the traditional Wednesday evening meeting. A warm welcome was extended to new members we hope you enjoyed the evening</li> <li>• There were 9 apologies tonight</li> </ul>
2.0	<p><b>Treasurers update:</b></p> <ul style="list-style-type: none"> <li>• Current balance is £10,350.04</li> <li>• Cheques have been paid to school for:             <ul style="list-style-type: none"> <li>○ £4000.00 – Forest school</li> <li>○ £500.00 – towards leavers hoodies and autograph books</li> </ul> </li> <li>• After these have cleared funds will stand at £5850.00</li> <li>• A deposit of £100 has also been sent to the pantomime company with the balance due one week before the production</li> </ul>
3.0	<p><b>Initiatives and updates:</b></p> <ul style="list-style-type: none"> <li>• McMillan coffee morning – held on Fri 29 September. Thanks to all those who helped with baking and serving and to those who turned up to support the event. The estimated amount of money raised was £215 but this to be confirmed.</li> <li>• Easy fundraising – we now have 81 supporters and their purchases have resulted in a return value of £307.86 to date</li> <li>• Newsletter – the PTA has included a piece in the school newsletter on previous occasions but it has been agreed that the PTA can issue its own newsletter. A PTA member has volunteered to produce this on our behalf</li> <li>• 100 Club – this is the second year of running this and numbers a slightly down on last year. There was some confusion with the wording on the letters that went out at the end of term so time has been spent chasing and confirming if some numbers were still required. Another PTA member has volunteered to co-ordinate this activity and it was agreed to promote sign up at the next parents evening.</li> </ul>

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	<ul style="list-style-type: none"> <li>• Nametags – there has been some take-up for the promotion of nametags through <a href="http://www.mynametags.com">www.mynametags.com</a>. By using the school code when ordering the PTA get some commission back from the company. The school are keen to promote this more as there has already been an extremely high number of clothes in the lost property baskets so far this term. Agreed to display posters on windows and by lost property area and have leaflets to hand out at parents evening.</li> <li>• Forest School floor – this is an ongoing request for support from the PTA. The area has now been measured and an estimate for materials is approx.. £500.00, labour is being donated.</li> <li>• First Aid training – the Fire Service has offered to deliver a first aid training course free of charge. This will be a 2 hour session for 10 people on first come first serve basis.</li> <li>• Signing in and out sheet – we will be introducing a signing in and out sheet for items in the lock up. The PTA has had items go missing in the past and whilst we are happy to loan things out we would like to monitor who, when and what more closely. The sheet will be kept in the lock up.</li> </ul>
4.0	<p>Autumn term events:</p> <ul style="list-style-type: none"> <li>• Christmas cards – work on these is well underway. A new company was used last year and the take up from parents was so well received we decided to do cards again this year. PTA volunteers agreed to offer help with this activity and 10 out of 14 classes took up the offer. A timetable was drawn up to minimise disruption in classrooms and all designs, craft items etc. were laid out by the volunteers beforehand. Initial feedback from teaching staff was very positive.             <ul style="list-style-type: none"> <li>○ Cards will be sent home to parents Mon 9 Oct</li> <li>○ Orders to be returned by Wed 18 Oct</li> <li>○ Company collect orders Fri 20 Oct</li> <li>○ This will allow delivery well before Christmas should parents need to post overseas etc.</li> </ul> </li> <li>• Howley’s Magical Adventure – Saturday 9 December             <ul style="list-style-type: none"> <li>○ 9.30 – 12.20</li> <li>○ 5 bases 20 minutes per base, 5 minutes between bases, lunch</li> <li>○ Cost £4 per ticket (Reception, Yr 1 and Yr 2)</li> <li>○ Volunteers for Magical Adventure planning team – first planning meeting date tbc</li> </ul> </li> <li>• Winter festival/Cinema night – we are no longer holding a winter</li> </ul>

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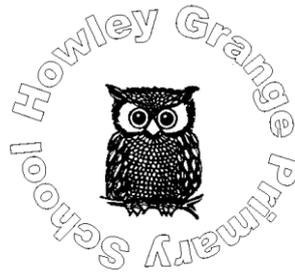


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	<p>festival but have agreed to replace this with an upper year’s cinema evening.</p> <ul style="list-style-type: none"> <li>○ Date suggested is Friday 24 November 6.30pm – 8.30pm</li> <li>○ Film will need to be U rated unless express consent is given for PG films. Ideas for festive U rated films will be welcome for the first cinema evening.</li> <li>○ There are 2 companies that we have details for; both bring their own equipment and host the evening and the PTA can see refreshments</li> <li>○ 300 maximum including volunteers</li> </ul> <ul style="list-style-type: none"> <li>● Christmas Hampers – this is always a huge success for the PTA. This year the school has asked if we can time it with National Christmas Jumper day on Friday 15 December. This is very late so it has been suggested that:       <ul style="list-style-type: none"> <li>○ Pictures of previous Christmas hampers and dates go out in the new PTA newsletter</li> <li>○ Raffle tickets are issued on Friday 24 November to be returned by Monday 18 December</li> <li>○ Christmas jumper mufti will be 15 December for donation to hampers</li> <li>○ The draw to take place in lower years assembly at 10.45am on Monday 18 December</li> <li>○ Winners contacted – school finishes on Wednesday 20 December. Any winning hampers not collected will need to be delivered</li> </ul> </li> </ul>
5.0	<p>Save the date:</p> <ul style="list-style-type: none"> <li>● Pantomime – this is a non-profit making activity that the PTA fund for the children in the school.       <ul style="list-style-type: none"> <li>○ Thursday 18 January</li> <li>○ Peter Pan</li> <li>○ Gary Star productions hold 2 showings during the school day, 1 x lower and 1 x upper school</li> </ul> </li> <li>● Family Golf – 12 May 2018 5pm – 8pm (3 slots)       <ul style="list-style-type: none"> <li>○ Four Ashes golf club, Solihull</li> <li>○ £22.00 per family, PTA can run BBQ but drink have to be purchased from the golf club</li> <li>○ 18 families can be on the course at any one time</li> <li>○ 50% of takings is given back to the PTA</li> </ul> </li> </ul>

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	<ul style="list-style-type: none"><li>• Summer fete – proposed date is Saturday 16 June 2018<ul style="list-style-type: none"><li>○ A planning committee will be set up – volunteers and date tbc</li></ul></li><li>• Boing Zone – 9 February 2018 6.30pm to 8pm<ul style="list-style-type: none"><li>○ Lots of discussion around the logistics of making this work</li><li>○ 50 jumpers maximum at any one time with minimum charge of £8 per person</li><li>○ Struggle to limit numbers to 50; increasing numbers with no reduction in cost not favourable; small venue so increasing numbers would be difficult etc. etc.</li><li>○ Favoured suggestion would be to hold a sponsored walk around the school (in fancy dress if you wanted) and the 50 children with the most sponsorship would go to Boing Zone. PTA would fund the jump initially and then get the return from Boing Zone.</li></ul></li></ul>
6.0	<p>AOB:</p> <ul style="list-style-type: none"><li>• PTA asked about cost of hire for the skittle ally – PTA agreed to hire for a donation</li></ul>

Meeting closed at 9.00pm

Next PTA full committee meeting: **Monday 15 January 2018** at Howley Grange School 7.30pm in the bungalow.