



Monday 6th November 2017 at The Plough, Wanborough.

**Attendees:** Guy Simmonds, Tracy Hutchings, Krissy Foxton, Hannah Boardman, Joanne Andrews, Alicia Batty, Susan Bell, Jackie Mosley, Jo Dewey, Emma Cope, Ruth Whitcher, Divya Kurup, Andy Drury, Lucy, Natalie Haddrell, Anna Jefferd  
**Apologies:** Sarah Jones, Michelle Blake

**Key**

Confirmed	Confirmed
Pending	Pending

no	Category	Action	Outcome / progress	Who	When	Status
1	Head teacher's update & Requests	Athletics Track - mile a day challenge	Andy has submitted a community grant for £5,000. This was unsuccessful. See Minute 11 below	Andy Drury	06.11.17	Confirmed
2	Head teacher's update & Requests	Wanborough School Sports kit	Andy has submitted request to the PTA for support for school kit. PTA has request further details, including numbers costings. Tracy to review and liaise with Andy. Nov Update: Have agreed 3 strips (12 per set) for KS1, Yr3/4 and Yr 5/6 aimed at summer sports for cricket and athletics including shirts and jackets. Jo A to approach Attwell Martin and Richard James to see if they would be interested in sponsorship in addition to appealing for sponsors on the Wanborough face-book page and the Lyden magazine. Review at January meeting. Still need costings.	Tracy Hutchings/Jo Andrews	06.11.17	Pending
3	School Uniform	Sale Review - 2016 and 2017	Andy Drury to chase Scholars for commission due for 2016 and 2017 school sales and asses what stock levels they have. Jackie M to investigate an alternative supplier as many parents unhappy about the quality and sizing of current supplier. JM to pick up with Anna Jefferd regarding extensive sampling that was undertaken several years ago with view to potentially switching supplier.	Andy Drury/Jackie Mosley/Anna Jefferd	06.11.17	Pending
4	Christmas Cards	December	Update next meeting. Krissy to pay for bulk order on credit card to give payment protection as last year a number of xmas card suppliers went into administration after monies had been received but before goods received.	Anna Jefferd	06.11.17	Pending
5	Bags for School	Confirmed 22nd November 2017	Leaflets and Bags to go in book bags w/c 6th November.	Sue Bell / Alicia Batty	06.11.17	Pending
6	Future Events	Pan cake Breakfast	for consideration in February 2018. Defer to discuss Jan	PTA Members	08.01.18	Pending
7	Future Events	School Leavers Tops	Consideration for PTA to organise and manage school leaver tops for pupils of wanborough School. Jackie to discuss with Mr Drury. Defer to discuss Jan. One of the year 6 mums sorted in 2017, JM to find out who ?	Jackie Mosley	06.11.17	Pending
8	Future Events - 2018	3 peak Challenge	To discuss at November's meeting: interest in the 3 peak challenge - low cost great fund raiser. Defer to discuss Jan	Guy Simmonds	08.01.18	Pending
9	Future Events - 2018	Music Bingo	Date agreed as Friday 18th January. The plough to host. Guy to send Jo D mock up of advert/poster for facebook page. £5 per ticket, 5 rounds (80's, 90's,00's,10's and fifth round (?). Need to consider buying and selling dabbers (e-bay- Michelle ?). Need to add to newsletter. Sue to do poster.	Guy Simmonds /PTA members	06.11.17	Pending
10	Future Events - 2018	Volunteer network	Jackie to contact Mark Woodman, review / refresh list and reach out for support. List received, outstanding action. Add to next newsletter volunteers welcomed.	Jackie Mosley/Jo A	06.11.17	Pending
11	Head teacher's update & Requests	Athletics Track - mile a day challenge - Aviva Entry	Aviva entry for £5,000 funding now submitted. Have until 21/11/17 to vote (10 votes per person). Flyers to be added to book bags (Andy to sort) in next week or so to encourage parents and school frinds to vote. Guy confirmed that PTA will support funding of track as enough funds available in PTA purse. Andy to commence exploring quotes from relevant companies.	Guy Simmonds/Andy Drury	06.11.17	Pending
12	Financial Report	Update	£500 received from Nationwide (5 parents, £100 per event) in matched funding for volunteering. £11,500 in Bank	Krissy Foxton	06.11.17	Confirmed
13	Match Funding	Appeal	Can we appeal to other parents to see if their companies will contribute if they help out ? (BP ? Intel ?) Jo A to add to newsletter	PTA Members/Jo A	06.11.17	Pending
13	Easy Funding	Need to encourage more parents to sign up. Easy way for PTA to make money.	Can we publicise this on face book page ? Consider doing a video to show how easy it is to set up ? Jo D to explore	Jo D	06.11.17	Pending
14	Communications/Newsletter	Key Messages	Key Messages for Nov & Dec Newsletters: Aviva Running Track, Music Bingo, PTA,BTS, Easy Funding, Match Funding and Quiz Night (3 Feb), Sports kit sponsors.	Jo A	06.11.17	Pending
15	Communications/Newsletter	Key Messages	Explore better use of PTA facebook page, Wanborough Community facebook page and Wanborough Noticeboard	Jo D/Jo A to liaise re comms	06.11.17	Pending
16	Quiz night	Confirmed 3 Feb	Susan to review booking form. £30/table, max 6 per table. Bring your own food, PTA to supply nibbles.	Susan Bell	06.11.17	Pending
17	Correspondence	Update	None received in month		06.11.17	Confirmed
18	Fete Review	Fete Roles	All members to consider roles for 2018 fete	Members	06.11.17	Pending
19	Any other Business	Charitable Giving	Guy & Krissy to explore charitable giving option and explore use of digital account so parents can pay on line.	Guy Simmonds/Krissy Foxton	06.11.17	Pending
20	Any other Business	Santa Blake	Possibility for free Santa to visit school. Concern that may clash with Christmas Bazaar santa. Anna to talk to Lindsay Wood (Yr 5 teacher). Update post meeting, santa already lined up for Christmas Bazaar so not an option this year.	Anna Jefferd	06.11.17	Confirmed
21	Date of Next Meeting	Monday 8th January.7.30pm	HAPPY NEW YEAR !! Guy to confirm venue	Guy Simmonds	06.11.17	Pending