

FRIENDS OF THE DEANERY

Deanery C.E. Primary School
14 Fox Hollies Road, Sutton Coldfield, B76 2RD

Meeting Date:	Meeting Time:	Meeting Venue:
Tuesday 9th Sept 2017	7:30pm	Walmley Social Club
Attendees		
ELECTED		
Officer Members:	Ordinary Members:	Volunteer Members:
Rebecca Riddell Lisa Greenway Sonia Singleton	Dave Rooney	Clare Hale Jo Thuys Claire Beadesley
Apologies		
Officer Members:	Ordinary Members:	Volunteer Members:
	Mrs Cullen Deborah Wilkinson	
Guests		

AGENDA ITEMS	
Apologies	<p>Apologies received and noted. Noted that as per our constitution, it is essential that all Elected Members * send apologies for each meeting they are unable to attend. 3 absences that are not covered by an apology automatically results in that person being deselected from that position.</p> <p>Elected Members Officer: Bex, Jessica, Michelle, Sonia & Lisa Ordinary: Mrs Cullen, Deborah, Dave, Kira & Sam</p>
Welcome & Introductions	Everyone present familiar with each other.
Minutes from previous meetings	13th June minutes' content agreed and signed off.
Review of O/S Action Points	
Review of Bank A/C	Banked funds £8378.21 – nothing pending.
Review of 2017-18 Year Planner	
PTFA Meeting Dates	12 th September 3 rd October 7 th November (AGM) 16 th January 6 th March 24 th April 12 th June

	<p>Agreed additional meeting required. Provisional date of 3rd October. AP247 Bex to send out paperwork of additional meeting date. Agenda to discuss – Christmas Fayre, AGM, Vote on the Pantomime, fundraising suggestions.</p>																																																			
PTFA Events & Organisers	<table border="0"> <tr> <td>Nursery Welcome Party</td> <td>13 October</td> <td>Rachel Flinders</td> </tr> <tr> <td>Autumn Quiz</td> <td>17 November</td> <td>Sam Isley</td> </tr> <tr> <td>Winter Disco</td> <td>27 November</td> <td>Dave Rooney</td> </tr> <tr> <td>Santa's Grotto</td> <td>5 December</td> <td>Bex, Lisa, Jo Thuys</td> </tr> <tr> <td>Christmas Fayre</td> <td>8 December</td> <td>Dave Rooney</td> </tr> <tr> <td>Film Night</td> <td>26 January</td> <td>Deborah Wilkinson ?</td> </tr> <tr> <td>Children's Hampers</td> <td>TBC - February</td> <td>Emily?</td> </tr> <tr> <td>Ready Steady Cook</td> <td>9 March</td> <td>Lisa Middleton</td> </tr> <tr> <td>Mother's Day Hampers</td> <td>9 March</td> <td>Claire Paintain/Clare Hale</td> </tr> <tr> <td>Spring Disco</td> <td>16 March</td> <td>Dave Rooney</td> </tr> <tr> <td>Easter Colouring Competition</td> <td>29 March</td> <td></td> </tr> <tr> <td>Spring Quiz</td> <td>11 March</td> <td>Sam Isley</td> </tr> <tr> <td>Spring Fayre</td> <td>18 May</td> <td></td> </tr> <tr> <td>Father's Day Hampers</td> <td>15 June</td> <td>Claire Paintain/Clare Hale</td> </tr> <tr> <td>Summer Ball</td> <td>TBC</td> <td></td> </tr> <tr> <td>Summer Disco</td> <td>13 July</td> <td>Dave Rooney</td> </tr> <tr> <td>Yr 6 Leavers Meal</td> <td>TBC</td> <td></td> </tr> </table>	Nursery Welcome Party	13 October	Rachel Flinders	Autumn Quiz	17 November	Sam Isley	Winter Disco	27 November	Dave Rooney	Santa's Grotto	5 December	Bex, Lisa, Jo Thuys	Christmas Fayre	8 December	Dave Rooney	Film Night	26 January	Deborah Wilkinson ?	Children's Hampers	TBC - February	Emily?	Ready Steady Cook	9 March	Lisa Middleton	Mother's Day Hampers	9 March	Claire Paintain/Clare Hale	Spring Disco	16 March	Dave Rooney	Easter Colouring Competition	29 March		Spring Quiz	11 March	Sam Isley	Spring Fayre	18 May		Father's Day Hampers	15 June	Claire Paintain/Clare Hale	Summer Ball	TBC		Summer Disco	13 July	Dave Rooney	Yr 6 Leavers Meal	TBC	
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Recent Events Review																																																				
Summer Fayre	<p>Profit over 2K Really positive feedback. All agreed warm dry weather definitely helped. Banner excellent, definitely will use again. Lucky Bunty well received. Review completed by sub-committee. Definitely need to secure additional toilet facilities for next year.</p>																																																			
Summer Disco	<p>Profit £1066 Summary of attendance KS1 120 children, 47 helpers KS2 162 children, 42 helpers (10 more helpers than same time last year). Spent less on stock Very positive feedback about DJ – did a really good job. Craft room much quieter as majority of kids in the main hall participating in dancing and games. Dave pleased with exit procedure working well. Dave has recorded future dates of Disco's for the forthcoming year. Dave acknowledged the fantastic team-work of the Disco committee – Chris, Claire and Ruth. Special recognition to Meena who did a fantastic job in the kitchen. AP248 Dave/Ruth – request to change the wording on the Disco paperwork to show "medical intervention". AP249 Bex to ask Mrs Cullen for the date of Yr 6 leavers meal, Dave would like to secure preferred DJ ASAP.</p>																																																			
Summer Ball	<p>Profit – not known, Michelle wasn't available to discuss event. Confirmation from Kira and Sam that they are happy to handover next years' event. AP250 Bex to update committee on the outcome of a meeting with Alison and Louise who may wish to take on the 2018 Summer Ball .</p>																																																			
Future Events Update																																																				
Nursery Welcome Party 13th October	<p>Rachel Flinders Leading this event. She has confirmed that entertainer is booked. Sonia confirmed that following the same format as last year. Will be offering hot drinks to adults and children's pre-prepared snack boxes with cold drink etc for children.</p>																																																			
AGM 7th November	<p>In an attempt to increase greater participation of parents at the meeting it will be held at 3:45pm. Children of parents attending will be able to stay at school and participate in a supervised activity whilst the event is going on.</p>																																																			

Autumn Quiz 17th November	Sam Isley happy to continue to lead this event Sam to hold the bingo game and stock of raffle tickets.
Christmas Disco 27th November	Dave Rooney leading this event with dedicated team, Chris, Clare, Ruth. AP251 Bex to contact Mrs Cullen to bring the date forward from 15 th December.
Santa's Grotto 5th December	Agreed Actions and owners AP252 Bex to: 1. update any relevant paperwork relating to this event. 2. to confirm attendance of sleigh and father Christmas 3. to provide camera and tripod 4. to confirm that Elves are able to attend. Paula Fox, Lisa Elder, Sue Warburton-Bill, Leanne Stapleton, Rachel Orton, Judith Meah-Florey 5. to confirm that Jo Johns able to stuff the photo-frames with pictures 6. to confirm that Claire Arrowsmith willing to store selection boxes AP253 Lisa to: 1. confirm attendance of 2 Father Christmas's 2. purchase selection boxes (£0.75) each 3. confirm with school office number of children who need alternative treat & purchase. 4. purchase "thank-you" gifts for Father Christmas's 5. have photo's printed at Costco. Jo Thuys has agreed to take the pictures through-out the day. Decorate Jolly Jungle room – Monday 4 th December, help from Lisa, Jo, Sonia and Clare B Photo's to be sold from the classrooms.
Christmas Fayre 8th December	First meeting agreed Thursday 28 th Sept, 8:00pm The Fox lounge. All welcome. AP254 Bex to ask if Janet (Anna's staff) available to help?
Children's Hampers	Mrs Cullen has agreed in principle that we can introduce this new event. AP255 Bex to ask Emily if she would be willing to Lead this event. AP256 Provisional Date to be confirmed, suggestion sometime in February.
Film Night	AP257 Bex to speak to Deborah and check if she will be leading this event?
Ready Steady Cook	Lisa M has confirmed that the proposed date of 16 th February is not convenient for her. Suggestion that the event could be run on the 9 th March to coincide with Mother's Day. AP258 Bex to confirm with Lisa if this works for her and if yes is date ok with school.
Correspondence Received	No correspondence
Funding Requests	None received.
Any Other Business	

NEW ACTIONS		
AP247	Bex	Bex to send out paperwork of additional meeting date.
AP248	Dave/Ruth	Request to change the wording on the Disco paperwork to show "medical intervention".
AP249	Bex	To ask Mrs Cullen for the date of Yr 6 leavers meal, Dave would like to secure preferred DJ ASAP.
AP250	Bex	To update committee on the outcome of a meeting with Alison and Louise who may wish to take on the 2018 Summer Ball .
AP251	Bex	To contact Mrs Cullen to bring the date forward from 15 th December.
AP252	Bex	Various individual tasks relating to Santa's Grotto
AP253	Lisa	Various individual tasks relating to Santa's Grotto
AP254	Bex	To ask if Janet (Anna's staff) available to help at the Christmas Fayre

AP255	Bex	Bex to ask Emily if she would be willing to Lead on the Children's Hampers.
AP256	Bex	Provisional Date to be confirmed, suggestion sometime in February
AP257	Bex	To speak to Deborah and check if she will be leading this event?
AP258	Bex	To confirm with Lisa Middleton if 9 th March works for her and if yes is date ok with school

NEXT MEETING		
MEETING DATE:	MEETING TIME:	MEETING VENUE:
Tuesday 3 ^d October	7:30pm	Walmley Social Club