



COMMITTEE MINUTES

25th September 2014

Present: Jo Williams, Mr Walsh, Tanya Hann, Georgia Smart, Paul Giannuzzi, Jill Seaman, Peter Collins

Apologies: Emma Ludlow, Jo Martel, Jan Williams

1 Previous Minutes:

None

2 Committee:

The committee does not have a chair – we need to determine if the PTA requires a chair.

3 Financials:

- a There is currently £11165.15 in the bank. We need to confirm the maximum cash holdings permissible for a PTA and to keep below audit threshold
- b Last year's events were discussed. All events except the 'Party on the Field' were profitable. This was due to the fact that there was no barbecue and a minimal bar. This was deemed acceptable by the committee as it was not intended that this particular activity be a fund raising activity and is seen more as an end of year celebration for the parents, children and school staff.

4 Events for 2014/15:

The events calendar was discussed and dates agreed. The calendar is attached to these minutes. Upcoming events are indicated below.

- a Harvest Festival Assembly: 10th October. Volunteers needed to provide tea and biscuits after the assembly.
- b Jobs Day: 11th October. Volunteers needed to carry out small maintenance activities at the school
- c Open Afternoon: 14th October in the school. Volunteers needed to make teas and coffees for visiting prospective parents.
- d Market Day: This takes place at 10am on 18th October in Faversham Market. It is being organised by Simon Anning. It is intended to showcase the school and provide information for prospective parents.
- e Pumpkin Competition: 23rd October. A small prize to be made available for each year group and willing, unbiased judges required.
- f Halloween Disco: 23rd October. Tanya Hann will coordinate this and needs helpers.

5 Advertising FOES

It was felt that the FOES needed a more prominent presence in the school and with the parents. Various ideas were discussed.

- a The headmaster is planning a 'Meet the Teachers' event and suggested that we could have a 'FOES Café' at this event, with posters and information available about FOES. Photographs from previous FOE managed events or funded activities could be displayed in the FOES café area to show what the FOES do and how the school and children benefit.
This is planned for Thursday 20th November at 3:230pm (at the school!). This can be planned further at the next committee meeting.
- b Paul Gianuzzi suggested that the children could produce a short video with interviews and information about FOES. This could be saved to a branded flash drive to be handed out to each child/family. Suggested FOES support team is Paul Giannuzzi and Nikki Bullock assisted by teacher, Mark Evans. Mr Walsh agreed to investigate this possibility.

6 Next meeting

6th November 2014 (Thursday), 7pm, The Alma, Painters Forstal.

END