



Dorin Park PTA Meeting

Wednesday 11th September 2019

Minutes

Time and location

7:30pm at The Oak Tree Pub, Upton Grange, Chester, CH2 1BL

Present

Karen Nash, Claire McKelvey, Amanda Hartley, Lisa Robertshaw, Lesley Body, Jamie Hartley, Bridget Aldridge, Maxine Nevitt, Amanda East, Helen Muggleton and Naomi Cowley.

Apologies

Andrea Bird, Kate Francis and Graham Davies.

New Members

Naomi Cowley joined the PTA, everyone welcomed her and gave a short introduction about themselves. Welcome Naomi!

It was discussed about gaining more new members with the start of the new year with new starters. Several ideas were discussed including a promotion/welcome letter and a PTA notice board in school foyer.

ACTION:

Claire and Maxine – Claire to do a PTA welcome letter and Maxine to send to new families and starters. **Maxine** – also check with SLT about us having a notice board.

Resignation

Clare Roberts has decided to resign her role as Secretary due to family commitments. Whilst at the moment she is taking time out she will help with future events. Thank you for your support and commitment Clare!

Chair has put forward the offer for others to step into Secretary role, as the committee are thinking about it, it was decided to take turns in minute taking until the role is filled.

1. Chair Updates that have taken place over the Summer Holidays

On Friday 6th September Amanda and Jamie took a trip to Burnley to collect 30 new boxes of stock from Boohoo. The stock will be sold at events to gain further funds for the charity.

Claire has managed to source free storage from Big Yellow Storage in Chester. All documentation has been signed and completed. The PTA purchased a padlock and took out the insurance to cover us for the storage within inside the unit. All Committee members agreed to the insurance payment each month. The basis of the free storage is for PTA to regularly advertise big yellow storage. There is a newspaper article hoping to soon be published thanking Big Yellow Storage for their generosity on behalf of Dorin Park PTA.

Karen Nash has kindly donated two gazebo's to Dorin Park PTA these will be kept in storage. Thank you Karen Nash!

Aldi have issued shop to collect vouchers (Get Fresh) and all committee members have agreed to try and get as many vouchers as possible to get early years a free PE kit and a chance to win £20,000.

ACTION – Bridget to do a letter for parents and for Maxine give out to parents/ transport drivers.

2. Pavilion Funday

The PTA will be holding a stall on Saturday 14th September at Upton Pavilion Fun day.

New Boohoo stock will be sorted by several Committee members taking boxes home to sort and price the stock.

It was agreed by the Committee members to sell:

- Boohoo
- Sweet Cones
- Punch Balloons
- Tombola

- Chewing Gum
- Drinks
- School Bags donated by Costco

ACTIONS:

Claire McKelvey - to make up sweet cones and make selling signs

- Tombola
- Sweet Cones
- Bags
- Drinks
- Chewing Gum

Claire also to collect PTA stall sign and sort Rota for the day with volunteers.

Karen Nash - to bring table and cash floats

Amanda Hartley - to check the cupboard within the CRC for leftover stock from the summer fair.

Amanda also to sort tombola prizes and stick raffle tickets ready.

Everyone - to source carrier bags.

Amanda East - offered to approach supermarket (Sainsburys) to see if she could source a job lot.

Naomi Cowley - husband to bring large tables on the day and help with set-up.

Lesley Body - also to bring large table.

Everyone - to bring Boohoo stock back that has been sorted ready for selling.

3. Roberts Recycling

Lesley Body has arranged the next collection for 2nd October 2019 and 220 bags will be delivered in preparation for this asap.

ACTION:

Maxine - to send letter home to parents advising about next collection on 20th September 2019.

4. Treasury Update

Online Banking has now been sorted and Debit Cards are still in progress but hopefully be with us soon.

ACTION:

Karen – Applying for VAT exemption

5. Wish list

Karen Nash discussed we have £5,000 in the bank account and the committee made the agreement to spend £4,000 on wish lists.

Several wish lists have come in from school staff and each wish list was discussed. One wish list was challenged by 3 committee members regarding £1,000 spend for offsite PE Funding. This was then taken back to school and has been sourced via an alternative source.

It was agreed by the committee on the evening to spend £2009.00 on the evening. Claire McKelvey designed an electronic wish list and asked Maxine to agree with school to fill these out in electronic format and send to SLT for approval before goods will be purchased.

ACTION – On-going

More wish lists to be sourced and verified with committee before the remainder allowance out of the £4,000 allocation is spent.

6. AOB

Halloween party to be discussed in full at next PTA meeting but briefly discussed ideas. Halloween party will take place on last day of term Wednesday 23rd October 4.00pm – 6.30pm.

ACTION – Amanda and Claire to meet with Maxine on Friday 13th September to discuss Halloween plans, ideas that have worked in the past.

Amanda and Claire to also contact supermarket store champions to try and source Halloween Costumes etc to sell.

Claire McKelvey has got a Bookers account for the PTA. Registration for the account is free and we can now buy wholesale items for the PTA for future events.

Claire McKelvey has also been in contact with the Chairman of Cheshire Phoenix Basketball Team and has secured another family ticket (2 adults and 3 children) to be donated to Dorin Park School for the new season. The card is awarded for each home game and pupils are nominated for their hard work at school.

7. **Date for the next meeting:** Wednesday 9th October 7.30pm

Venue: The Oak Tree Pub, Upton Grange, Chester, CH2 1BL

Amanda Hartley 15.09.2019

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