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|  | **All Saints CE Academy Denstone**  **FOAL Meeting (PTA)**  **Date 05/06/2023**  **Time 7.30pm**  **All Saints Academy** |

**MINUTES OF MEETING**

**Attendees/Apologies**

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| **Attendees** | **Initial** | **Apologies** | **Initial** |
| Lucy Boot | LB | Colette Watson | CW |
| Sally Emery | SE | Laura Bosworth | LBos |
| Emily Ball | EB | Lily Harden | LH |
| Sophie Brett | SB | Fiona Tomlinson | FT |
| Laura Johnson | LJ | Rebecca Walker | RW |
|  |  | Josie Wilson | JW |
|  |  | Sally Thorley | ST |
|  |  | Katie Falconer | KF |
|  |  | Jo Goodwin | JG |
|  |  | Helena Green | HG |

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| **No.** | **Agenda Item** | **Lead** | **Action** |
| **1.** | **Chairs Welcome and Apologies** | **LB** |  |
|  | Welcome to all, apologies received. |  |  |
| **1.2** | **Minutes of Previous Meeting** | **LB** |  |
|  | Agreed last minutes. |  |  |
| **1.3** | **Action Log** | **LB** |  |
|  | See action points below |  |  |
| **2.** | **Treasurer Report** | EB |  |
|  | **Spent/Profit**  EB discussed through the recent income/ expenditure:  Income:  Coronation cake sale takings £117.80 Profit £115.36  Sports Day takings £189.50 Profit £163.21  Expenditure:  Coronation kites £142.44  Tamworth castle coach costs £91  Cannock Chase museum coach costs £132.60  To be paid: Upcoming coach trip to Lichfield Cathedral and music concert |  |  |
| **3.** | **Upcoming Events** |  |  |
| **3.1** | **Fashion Show**  **Tickets:** On sale now from FOAL members, Jo at school. Contact details on poster are for LJ. Need to sell and have attending a min number of 75 (condition set by Colours who are hosting the show). 120 tickets available. Can pay by cash, cheque or BACS. EB to create a slip with bank details on that can be handed out. We can copy the poster and make into a leaflet in black and white for leaflet drop and to go in school bags. A spreadsheet will be kept by EB with names and contact numbers on of ticket sales which will be deleted after the event. Please return ticket stubs and any money to EB (please write on ticket stub the method of payment for me!)  Let us know if you can take any more posters or do a leaflet drop.  **Refreshments:** discussion over what to provide. Eg strawberries and cream and a savoury snack. Needs to be easy to prepare and hand out. Plan to give out a glass of fizz at entrance and a cloakroom ticket to exchange for your snack at the bar area. Non alcoholic drink available too. Need to check how many glasses at village hall. EB will check how many she has. Other drinks available at bar eg orange juice, cans of pop, red/white wine, fizz and bottled lager. Also sale of crisps and peanuts etc. Choose things easy to serve and can be used at other events if left over.  **Raffle**: Decided on £1 per strip to be sold at entrance. Aiming for around 5 raffle prizes. EB to order role of cellophane and raffle tickets.  **Volunteers:** Sophie, Laura J(and Sarah), Sally E, Sally T, Helena, Lilly, Colette.  EB to provide 2 floats for the night. | ALL  EB/LJ  ALL  ? , EB |  |
| **3.2** | **Village Show stall:** This will be in September before school returns. KF to submit show stall request. Thought we could do chocolate tombola and lucky dip and hook a duck for the form although we can change events to suit nearer the time | KF |  |
| **3.3** | **School Play:**  **Filming:** Discussed how to film and how to sell it after. Whoever films it will need a DBS check (school can carry this out for us). SB to explore how to film it. Could sell as a mem stick or digital download. Need to find costs of mem sticks and find out if digital download possible and if it has to be sent from school computer.  **Refreshments:** we will sell the usual refreshments for pm and evening show. Let us know if you can help serve or donate baking snacks etc. NB no raffle this year at the play as will do at fashion show and the usual hamper one at summer fair. | SB  ALL |  |
| **3.4** | **Summer Fair:**  Date 21st July (last Friday before end of term). Will confirm stalls at next meeting. List of last years stalls will be sent to FOAL members. Need sponsorship for bouncy castle and book when/if sponsorship confirmed.  EB to ask a teacher to be in the ‘stocks’! | LJ,SE  EB |  |
|  | **Any other business** |  |  |
| **4.1** | EB discussed card readers to take payments. Lloyds bank are getting back to EB on costs. Parentkind web site recommend sumup which take a 1.69% per transaction. Maybe something a new treasurer can take forward in September. |  |  |
| **4.2** | 14th July Foal members social save the date details tbc |  |  |
| **5.** | **Date of Next Meeting – 19th June at school time tbc** |  |  |