Otterburn First School PTA 11/06/15 7pm

Welcome & Apologies

Present: Tina Henderson (TA), Sam Kellie (SK), Anna Smy (AS), Katie Bland (KB), Joanne

Tully (JT), Jane Anderson (JA)
Apologies: Deb Walton (DB), Judy Simpson (JS), Kate Dickinson (KD)

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Subject	Action	
Katie and Sam agreed to take on the role of Chair and vice chair respectively. Joanne agreed to take on the role of vice treasurer. These positions were all proposed and seconded in line with PTA constitution. This still left the role of assistant secretary.		
Meeting dates It was agreed it would be useful to set the meeting dates for the year, obviously this would be open to change. • 2 nd week after Summer holidays • 2 nd week after Christmas holidays • 2 nd week after Easter holidays • AGM to be agreed, currently May		
Summer Fair TH reported DW had purchased juice, biscuits, sweets and burgers. The PTA box still had plenty plastic bags for the cake stall and tea. Serviettes, Coffee, sugar and raffle tickets to be purchased. JA to contact DW and arrange who would purchase as JA getting buns for burgers.	JA/DW	
SK agreed to liaise with Carol and get the banners put up on Friday. Bouncy Castle was organised from Mick Wake, KB to organise mats from Elsdon. KB to get BBQ's from Elsdon, Sam to ask George Chapman if he is able to collect. Sam happy to help Gary run the BBQ on the day. TH to get 2	KB/SK	
bags charcoal from Green's in Morpeth.(for fair and BBQ on 16.07) Tea, coffee and juice to use school china. School tables to be used. Face painting – KB to use school paints, TH to check there are brushes etc	TH TH	
Nail varnish – JA had purchased some hotshots nail polish. Amber had agreed to help, possibly Jemima and Emily. This would be run alongside the face paints to utilise the helpers. JA to send tattoos into school James not wanting to do this, possibly have with face painting for people to do themselves. Hook a duck – TH agreed Ellie H would run this. Cake Stall – to ask Mrs Hedley		
Tombola – JA to ask Susan Lowes and Lynsey Morrison Raffle – JS was requesting prizes. Tickets to go to Border Reiver and Otterburn Mill to try and get more sold. Usborne Books – AS attending Bottle pull – this hadn't been run last year but it was agreed if we could get plenty bottles we would run this again as it was a good money	JA ?????	
raiser. AS agreed to mention it to Babs at Byrness and go round Rochester to try and get bottles. KB agreed to do Elsdon. JT agreed to try and do some of Otterburn. Also to put a note in the Border Reiver.	AS/JT/KB ?????	
Sweets in a jar- DW had sweets Nearly new toys, books and DVD's – Ask Ellie if happy to do, JA offered to help.	ТН	
Guess the name of Teddy – AS to provide something, JA to print off	AS/JA	

forms at work. Plants to be sold next to allotment as kids have grown some seeds. James A may be willing to help out a little bit. This will also give people the opportunity to see the work so far. NWL fly fishing is still a possibility but can't be guaranteed.	
Items to go on the newsletter:	TH
 Tombola prizes Bottles – nail varnish, ketchup, wine, fruit shoots etc 	
Plants / seeds	
 Cakes for cake stall send into school Friday or bring along on the day 	
 List of stalls for helpers to volunteer – half hour slots, especially for face painting 	
 Gazebo's to hold the fair outside if the weather looks promising. 	
AS and KB to share information about the fair on facebook	AS/KB
Sports Day / BBQ 16 th July 1.15-2.15 for sports day, 2.30 onwards for BBQ. Concerns had been expressed about the changes of date as many people had already booked the original 10 th July off work and were now unable to attend, as the diary is fairly busy towards the end of term this	
was the only available date. AS agreed to ask Will if he was available to organise the refreshments,	AS
burgers, buns and salads.	145
KB to get BBQ from Elsdon. Flyers to be produced and go into the Border Reiver as people from the	KB
village had been asking about it. Tear off slip to be sent into school so we have an idea of how many will be attending.	TH
KB to circulate a letter about donations and send to TH to circulate to	KB
parents, KB/TH to ask Gordon if he is willing to collect donations in the	KB/TH
shop. SK suggested JS/DW to organise drinks (jugs, glasses, fruit etc), Pimms have been suggested at the last meeting.	JS/DW
Allotment	
SK reported the grant funding had covered all by £29.04 of the allotment build. It was agreed we would cover the overspend of £29.04. KB thanked SB for all his work on the allotment. The kids were now able to plant out some of their seedlings. School Uniform Clarification school uniform is not compulsory. Although school jumpers	
are to be worn on off site visits. PE kit white shorts and black shorts. Agenda items for next meeting	
New starter evening	
Beetle Drive / Bingo	
Christmas treat	
Christmas play	
Date of next meeting Tuesday 15 th September	
Tuesuay 15 September	