**Gainsborough Primary and Nursery School**

**Parent Teacher Association**

**Registered Charity No. 116188**

**PTA Meeting**

**Minutes**

**2nd March 2020**

**Held in the School Meeting Room at 5.30pm**

**OFFICERS**

CHAIR – Not present

VICE CHAIR – Nicola Dye

SECRETARIES – Karen Steel, Sarah Saunders

TREASUREE – Sharon Kneale, Mrs Dolye (absent)

SCHOOL LIASON – Karen Spencer

**Present**

Karen Spencer, Nicola Dye, Karen Steel, Sarah Saunders, Sharon Kneale, Steph Stalgis, Helen Musker, Heather Woolley, Lisa Eccleston, Emma Hartley, Tracey Blount, Kate Livesley

**APPOLOGIES**

Natalie O’Neil

**WELCOME & INTRODUCTION**

Karen Spencer welcomed everyone to meeting. She explained that Lee Smith has stepped down as Chair as his children have left the school. She asked Nicola Dye if she would agree to stand in until a new chair could be elected at next AGM.

Nicola Agreed and took over the rest of the meeting.

**APPROVAL OF MINUTES FROM PREVIOUS MEETING**

The minutes from PTA meeting on 22nd January were circulated and approved.

**PREVIOUS BUSINESS**

Bake Sale – This was a success. Lots of cake donation and sales were made. Approximately £200 was raised.

Facebook page – Not yet active but believed to be on its way

Gift Collection – Items have already been donated and are being held in the School Office

Easter Bingo – Date currently set for Thursday 2nd April 2020. This may change as discussion led to us believing we would need to hold two events. One for EYFS & KS1 and another for KS2. School hall can hold 120 people only.

Further information is required before we can organize this event in more detail.

In the meantime, we shall continue collecting prizes. A letter will be sent to local shops & businesses asking for support. A message will be sent out to Parents and put into school newsletter.

Mrs. Kneale has volunteered to put together tickets for sale when we have the relevant information.

Mrs. Booth and/or the Bingo caller will be asked to attend next meeting so we can get all the information required.

**A.O.B.**

Tesco – Seem to offer help to other PTA for fundraising including their blue token scheme. Can we be a part of this.

Christmas Gift Stall – Small gifts sold to children in school to gift to their parent/Friends etc.

Cards – Create & sell cards for upcoming event e.g. Mother’s day for children to buy

PTA logo – Must use school logo with PTA

**FORTHCOMING EVENTS DIARY**

Thursday 2nd May 2020 - Easter Bingo

Thursday 21st May – School Disco

**FUTHER ACTION**

Easter Bingo - Mrs. Spencer to contact Mrs. Booth regarding details for the Bingo. Whether we can book a second night, what the Caller provides by way of Bingo tickets etc and if he could attend next meeting.

Prizes- Secretaries to compose a letter to be sent to local businesses. Mrs Spencer to organize school text and notice in Newsletter

**ADJOURNMENT**

Meeting was concluded by Nicola Dye at 6.13pm

**The next scheduled meeting will take place on Thursday 12th March at 5.30pm in the meeting room.**

Minutes submitted by Sarah Saunders.