**Gainsborough Primary and Nursery School**

**Parent Teacher Association**

**Registered Charity No. 116188**

**PTA Meeting: 21.10.20 – Committee Election**

**Host**: Natalie O’Neill

**Co-host:** Karen Spencer

**Minutes:** Helen

**Attendees:**

Emma

Helen

Olwen

Ruth

Tracey

Andy

**Apologies:**

Steph

**Minutes:**

Natalie welcomed all to the meeting and explained purpose of today’s meeting was to fill vacancies of Chair, Vice Chair, Treasurer and Secretary.

Karen asked if any volunteers. Natalie volunteered for Chair. Emma for Vice Chair

Natalie introduced herself and was voted in as Chair by all present, no other volunteers.

Emma introduced herself and was voted in as Vice Chair by all present, no other volunteers.

Helen happy to take secretary role as taking minutes tonight and others can stand in / support as necessary if unable to attend. Voted in by all present, no other volunteers.

No parent volunteers for Treasurer role so it was proposed to continue with the staff member Zoe who has been doing this role in the school office.

All others present in meeting wish to be committee members:

Tracy, Ruth, Andy, Olwen and potentially Steph who sent apologies tonight.

**Christmas fundraising update**

**Raffle:**  Lots of prizes already sourced. Emma and Natalie have done a lot of work towards this. Andy has also sourced some prizes.

A list of places already contacted is available on Facebook and includes supermarkets, Cheerbrooks, Crewe Alex etc

Tracy to contact Aldi. She also suggested local swimming pools / leisure centres.

Natalie to post on the WhatsApp group re the letter / email she has been using to contact people.

School letter to be sent home or item on newsletter after half term to ask parents for raffle prize donations.

Discussion about the best way to sell tickets for the raffle – potential to use school apps – Gateway or Spider e.g. shop function? This will also make it easier to buy an unlimited amount rather than being sent a limited number or tickets to purchase. Should be less time consuming also.

**Panto:**  Has been booked.

**Next meeting:** Discussion about next meeting date, agreed to change time to enable others to attend who may be struggling with earlier time.

Thanks given to all that attended.

**Next meeting:** **6pm, Weds 18th Nov 2020– prep for Christmas raffle**