

# Minutes of Meeting

**Meeting No:** 2  
**Date of Meeting:** 10<sup>th</sup> November 2016  
**Place of Meeting:** East Garforth Primary Academy  
**Purpose of Meeting:** PTA Meeting

**Present at the Meeting:**

Emma Gilyead (EG), Deborah Smith (DS), Claire Whittaker (CW), Jo Flear (JF), Rebecca King (RK), Diane Mitchell (DM), Lee Mitchell (LM), Anne Bromley (AB), Julie Hartley (JH), Clare Barnett (CB), Karoline Kemp(KK)

**Sending Apologies:**

Andrea Gilliland (AG)

**Distribution, those above plus:**

School for inclusion on their website

**Date of the Next Meeting:** 12<sup>th</sup> January 2017 at East Garforth Primary Academy

	Action
<p><b>Minutes of the Last Meeting</b>            The minutes of the last meeting were accepted as a true and accurate record.</p>	
<p><b>Halloween Disco Feedback</b>            The Halloween Disco went well with lots of positive feedback. We raised £552.70 (+ match funding £350).            It was decided that for the next disco should be pay on the door.</p>	
<p><b>Shopping Night Feedback</b>            The Year 2 Mum's shopping night with Handbags and Gladrags was very successful it made £500 and Handbags and Gladrags gave a percentage of the takings as a gift voucher for Christmas Fair Raffle.            It is proposed that the Shopping nights be offered to other year group mums.</p>	EG
<p><b>Website/social media</b>            There was a discussion about how to make social media more effective.            LM suggested using Facebook tools to schedule posts to hit different times of the day.            JF to be added as an admin.</p>	EG
<p><b>Christmas Fair – 9<sup>th</sup> December</b>            Preparations for the Christmas Fair are well under way.</p> <ul style="list-style-type: none"> <li>We will have a Café offering Hot Dogs, Drinks and Cakes in the Community Room</li> <li>Santa's Grotto – need to ask EGPA if we can come in to set it up on 8<sup>th</sup> December after school.</li> <li>Non uniform day on the 2<sup>nd</sup> December, donations of sweets for tombola</li> <li>Raffle donations are coming – JH</li> </ul>	

# Minutes of Meeting

Date of Meeting: 10<sup>th</sup> November 2016

Meeting No: 2

	Action
<p><b>Doing Meeting Dates</b> It was agreed to hold weekly meeting from 6:30pm on the following dates for Christmas Fair preparations</p> <ul style="list-style-type: none"><li>• Wednesday 16<sup>th</sup> November</li><li>• Monday 21<sup>st</sup> November</li><li>• Thursday 1<sup>st</sup> December</li><li>• Thursday 8<sup>th</sup> December</li></ul>	All
<p><b>Valentines Film Night</b> We propose to hold a film night on Thursday 9<sup>th</sup> February. We will hold a competition across the school to select the film.</p>	
<p><b>Community</b></p> <ul style="list-style-type: none"><li>• We will share a stall with EGPA at the Garforth Lions Gala. Emma &amp; Debbie will also be attending the car boot sale prior to the Gala (donation letter to be sent nearer the gala date).</li><li>• We are talking to Garforth in Bloom about sponsoring a bed &amp; involving pupils in planting sessions. AB is interested in starting a gardening club.</li></ul>	
<p><b>Coffee Morning – 25<sup>th</sup> November 9am</b> The coffee morning will be in the hall, Mrs Binns will be attending. We will have stalls offering Pre-Loved uniform, Books, Christmas supplies and baking. RK, CB and KK will bake.</p>	