



Tuesday 6 October 2015 Minutes of PTA Meeting

Present: Eve Hannaford, Jane Bower, Sue Gatenby, Caroline Walker, Simon Hannaford, Rachael Hardcastle, Tony Smith, Sally Hunt, Katy Oxley.

Apologies for absence: Miss Regan, Carol Park, Margaret Livingston. Joanne Turver, Lisa Marsh, Gráinne Duffy, Selwyn, Siobhan Fenton, Michelle English, Kirston Clulow, Katy Parkinson, Jacqueline Lambelle-Oliver, Rachael Davies, Germaine Holmes, Paul Oliver, Sally McGrath, Andrea Smith, Rachel McAllister.

Matters arising from the AGM:

- Opening comments from the new Chairperson Jane Bower who thanked everyone for attending the recent AGM and welcomed those at the meeting.
- She expressed on behalf of the committee heartfelt condolences to Mr and Mrs Mercer at the passing of their beloved Joe and thought it would be fitting to have a fundraising event in aid of a charity supported by Mr and Mrs Mercer. Year 11s to be involved in choosing an appropriate event. Also to consider providing a memorial shield, eg similar to the Richard Lally Award for the End of Year Mass. JB to discuss with Miss Regan.
- **Pig Race Night** – Thursday 16 October 2015 – booked and licence arranged.
- **Promotion** – letters were already out to families and tickets, posters sent to form tutors to display.
- Use of large screen in the atrium and also to update the website.
- Allocation of jobs on the night and agreed by those present;
- Setting up and clearing away- all those available from 3.30pm and 9.30pm
- Bar- Caroline, Simon, Tony Smith, Rachael H.
- Raffle- Sue and Rachael B
- Betting – Carol i/c plus helpers.
- BBQ-Jane Bower and Katy Oxley.
- Stickers – for diaries from Carol Saunders-EH.
- Prizes required for each race/36 pigs to sell with names. Unfortunately there is a 6f social evening on the same night so none would be available to help on the night.
- **Christmas Fayre on 4 November.** Currently 60 stalls all paying £10 booking fee. Those who exceed £100 in takings during the evening to donate a further 10% of takings. All stall holders provide a raffle prize and SG said this was usually the largest money maker of the night.
- Helpers required:
 - to set up tables at 4.00-5.00, clear away 9.00 -9.30. Team of 6f to assist- JB to arrange.
 - Bar – EH has a team of helpers established for the evening. Raffle, organisation of tables etc SG/PW. Signage required for guests etc
 - 6f Leadership team to meet with SG/PW/JB to agree duties.
 - Car park – to confirm with Graham and Simon plus 6f helpers. Simon requested an alphabetical list of stall holders to assist with ease of parking. SG to arrange.
 - A PTA promotional stall if enough helpers to sell tickets for Steve McClaren evening. EH to arrange.

An Evening with Steve McClaren- Head Coach at Newcastle United Football Club on Wednesday 18th November 2015

- EH informed the committee of her recent meeting with Lisa Marsh who is liaising with SM's PR team and the following has been agreed;
- The evening will be similar to the Ian Botham evening with an informal Q/A session and the following arrangements to take place in the meantime;
- Letters to parents, ticket and poster design – EH- asap. Price £15.00 pp inc P/P supper.
- Publicity/promotion required – website, parishes to announce- EH to arrange with staff members at those parishes) and committee members to promote wherever possible.
- Pie/pea supper – Sally McKenzie to be approached for a price- JB.
- Raffle prizes – request to be included in letter to parents.
- Compare/MC- Tim Madeley- Director of Carmel Sixth Form.

AOB

- Sally McGrath (CL Music Dept) requested PTA assistance to serve drinks for Year 7 evening 6.30-7.30pm Friday 6th November. TBC
- Simon has been given some names from Tom Shorten of good tribute/R/B bands for possibly Easter time. Simon to research for next meeting.
- Dates required for **Carmel's Got Talent** and hall to be booked – EH to check calendar.

Next meeting – Tuesday 3rd November at 6.15pm to finalise details for Christmas Fayre on 4th November