

Minutes of Norwood School Association

School Year 2009/2010

Meeting Number 8

Held on Monday 7 June 2010

Present: Tracy Christie, Michelle Gavin, Helen Buxton, Zoe Fenwick, Caron Hodgson, Jane Swift, Katherine Ludlow, Brenda Chilvers, Victoria Bowyer, Mark Betambeau, Sam Mason

Apologies: Lisa Allpress, Caroline Rickards, Julie Gibbs, Annie Gill

Non-attendance: Sarah Betambeau, Tracey Stancer

Courtesy Copies: Deborah Reynolds, Karen Cowing, School file

Matters Arising

- Caroline had raised the point that last year she had requested Waitrose to make a donation for the Gardening Club at School. Tracy had also written to them this year asking for a donation. If the gardening club require any materials that the NSA could buy, then the NSA would be more than happy to help out.

MINUTES

Action

- **Treasurer's Report**

Current Account - out

£99.75 - raffle tickets

£87.31 - public liability insurance

Current Account - in

£100 - BGL group

Petty Cash - out

£8.00 - sausages for Summer Fayre bbq

£6.83 - country dancing refreshments

Petty Cash - in

£63.96 - country dancing refreshments

Current Account = £2,243.53

Petty Cash account balance = £336.61

Deposit Account balance = £4,883.57

Total - £7,463.71

- **Year 6 Event** - Annie Gill and Helen Buxton to liaise with Mrs Cotton

**Helen
Annie**

<ul style="list-style-type: none"> • Leavers Disco - This is to be held on Thursday 8 July - 3.30 - 4.30 and 4.45 - 6.00. The disco has been booked - Primary Discos at a cost of £200. Funblast have proven to be impossible to contact and other leads proved to be booked or inadequate. Michelle and Victoria would be able to help out at the first disco, Brenda at the second and Zoe, Annie, Helen Fletcher, Helen Buxton, Tracy Christie helping out at both. Jane Swift would be on hand as first aider. Steve Johnson would be asked if he could act as "crowd control" and parents would be asked if they wished to stay then they should remain in year 1 classroom. Reception parents would be asked to get their children changed instead of leaving it for the teaching staff. Mobile phones would be requested not to be used during the disco. Food would be the usual and if there are any sweets or cans left over from the fayre then they could be used up at the disco. • Dress Down Day To be held on 11 June. The sweets and bottles should be in on Friday. Tracy and Zoe would come in on Monday afternoon - 2.30pm to sort out the donations. 	<p>Michelle Victoria Brenda Zoe Annie Helen Tracy Jane</p> <p>Tracy Zoe</p>
<ul style="list-style-type: none"> • Summer Fayre • Donations - £100 M&S vouchers had been received from Parcellforce. It was decided that £50 would be used as a second prize in the raffle and the other £50 would be used in individual £10 lots perhaps with a bottle of wine etc. A few parents had offered raffle prizes and the usual had been received from John Lewis, Nene Valley, Sacrewell Farm, Laserforce. Sam would contact Thorntons, Victoria had a contact at Tescos, Katherine would speak to her gym and Helen would have a ring round. The staff would do a hamper. • Raffle Tickets - These have all been sent out to the parents. Once the stubs start coming back in Tracy would ask people to help fold them up. Tracy would also check to make sure that we have enough Raffle Ticket books for the tombola stalls. • Bouncy Castles - Caroline's contact had been booked at a cost of £60 size 12ft x 12ft. This would fit on the grass near Funbase with the power lead being connected through Funbase. • Advertising - Spotlight had put our advert in the magazine. Poster will be produced by Helen now that we have agreed on the main attractions. Tracy will fax the ET. • Craft Stall - Caroline will organise this stall. • Helpers - One parent had come forward to help us this year. Attached is a list of the stalls and the helpers. • Refreshments - Julie and Caron will organise this. Helen had been offered 60 tins of coke and/or pepsi for 20p a tin and these would be sold on this stall. Any left over to be used for the leavers disco. Katherine's mum Jackie may be able to help out on this stall. • Cake Stall - Julie will get the plates and Jane will get the Year 6 pupils to place the stickers on the plates and the plates will go out Monday before the fayre. 	<p>Sam Victoria Katherine Helen Jane</p> <p>Tracy</p> <p>Helen Tracy</p> <p>Caroline</p> <p>Julie Caron Katherine</p> <p>Julie Jane</p>

<ul style="list-style-type: none"> • bbq - The sausages had been purchased by Annie and Tracy would look for a good price for burgers and organise the rest of the stall. • Ice cream - Helen had contacted British Sugar to see if they could help with any donations. They had agreed to let us have cones (chocolate and ordinary), a variety of sauces and sprinkles, wafer fans had also been offered. Jane swift would purchase the ice cream. Jane and Jane Greenwood would man the stall probably outside the hall in the playground. • Police, ambulance, fire engine - Helen had contacted the Police and the Fire Engine, Jane had contacted the Ambulance. All would be attending subject to any emergencies!!! • Banner and kerb side notice - Jane had produced and laminated the kerb side notices. Mark would put up the banner and the notices. • Leaflet drop - Helen would organise this. • Face painting - Victoria would do this and would bring along her own paints • Outside stalls - Debbie would do her usual stall and Vicky Wilson may do hers. • Bric-a-brac - Helen will ask Karen to send this letter out. • Golf game - Julie has clubs and would find some balls. • Ride on Trikes - Year 5 or 6 would be approached to see if the children would be available to run this stall. Tracy will organise this <p>Children participation - Genesis Dance Group and country dancing. Jane will make sure that both are up to speed.</p>	<p>Tracy</p> <p>Helen Jane</p> <p>Mark</p> <p>Helen</p> <p>Victoria</p> <p>Helen</p> <p>Julie</p> <p>Tracy</p> <p>Jane</p>
<ul style="list-style-type: none"> • AOB <p>A PA system has been bought by Debs and Jane and this will be available for use at the Summer Fayre.</p> <p>The band that played at the country dancing event has said that they are available for a barn dance if we wish. There would be a charge, but we could hold it in our school hall.</p> <p>Car boot sale. It was agreed that this should go ahead on 17 July 10 - 12 and it will be a table top sale to avoid car being driven on to the playground. Pitches would be £5 and refreshments would be available.</p>	<p>Tracy Annie Helen</p>

