

Minutes

Parents of Featherstone Wood

Date: 16 January 2019

Present: Leon Coy (LC), Jo Mallam (JM), Taiwo Lola (TL), Joeuma Coy (JC)

Leah Mallam (LM)

Apologies: Nil

Item	Submitted	Seconded	Action
Minutes to be kept and stored on a memory stick. LC to purchase.	JM	LC	LC
JC to assist TL with Secretary role as required.	TL	LC	JC
Valentines Disco to be run on an Emoji theme. Emoji style sweets to buy if possible, LC to purchase sweets from Booker. LM to create some posters and decorations. LC to take £150 from Bank account for DJ. LC to organise floats.	LC	JM	LC/LM
£100 to be taken from Bank account for petty cash.	LC	JM	LC
Bank statement sighted and agreed with by all committee members, all initialed. JM took LC's printed running sheets.	LC	JM	
Mothers Day sale date is to early. Head to be contacted regards changing to a more suitable date. Items to sell to be investigated.	JM	LC	JM
Notice to be put in newsletter asking for volunteers for summer fair sub committee. Sarah Poulter to be asked if she would chair. Possible theme Fire and Rescue, Inviting Fire and Police with Paw Patrol mascots?	LC	TL	JM
Sing up subscription due in February. School to pay, PTA to refund once receipts are received	JM	TL	LC
Meeting Closed 1510Hrs	LC	JM	

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