

**S.O.C.A. Minutes**  
**Date - 7<sup>th</sup> September 2017**  
**Time - 7:00pm**



Item No.	Item	Action
1.	Introductions/ in attendance	11 people in attendance.
2.	Apologies	3 apologies.
3.	Minutes of last meeting	Accepted 7 seconded as a true and accurate
4.	Matters arising	<p>Toiletries - The pantry supply is running low. Proposal for SOCA to fund replacement stock for students in need of products.  <b>Action</b> - Items to be purchased &amp; distributed.            SOCA members to contact large companies for any donations (Boots, Superdrug, Unilever etc).</p> <p>Stationary - Stationary sets for students in need will now be charged at 50p a set - actual cost 52p  <b>Action</b> - Agreed by all.</p> <p>Preloved Uniform - To be sold at year 6 info evening and advertised on e-bulletin.  <b>Action</b> - To discuss further.</p> <p>Float in school - Proposed school to keep a £100 float in school for use when needed.  <b>Action</b> - All agreed.</p>
5.	Treasurers report	<p>Currently £2554.49 balance + £22 with school and £100 School float.            Church hire invoice is still to be paid when Crawshaw receive the invoice.            Crawshaw are paying the PTA renewal fee.</p>
6.	Grants Update	<p>Hardship Grants - For students aged 16 years and up.  <b>Action</b> - Heidi has passed on all relevant information to school staff.</p> <p>WHSmiths community fund for literacy.  <b>Action</b> - To be discussed further with LRC, deadline end of Sept.</p>

		Stanningley Educational Charity - Fund of up to £250 for extracurricular activity. <b>Action</b> - Could be possibly used for 9 aside goalposts or Medusa, email to staff and grants committee to discuss further. Deadline end of Sept.
7.	Requests	
	DJ Club equipment	EMI offering a grant for DJ equipment. <b>Action</b> - Grants committee to apply, deadline January.
	Painting Day	Painting the three areas within the bungalow. SOCA to provide paint either donated or reduced cost. Parents and community encouraged to come along to help. Students also to be involved. LRC requested some paint for the library also. <b>Action</b> - All in agreement to provide for both requests. Paint to be sourced, SOCA contacting companies. Date set for 11 <sup>th</sup> November 2017.
	Remembrance Day	School requested we fund a wreath every year for the cenotaph, students to have a presence in the parade. <b>Action</b> - All agreed, SOCA to fund.
8.	Events	
	Year 6 Open evening	Date - 14 <sup>th</sup> Sept 6pm - 8pm. SOCA to show a presence and offer leaflets out. Leaflets to include preloved uniform sale, easyfundraising and dates of events. <b>Action</b> - Kelly to request for volunteers from 5.45pm onwards.
	Christmas Event	Date - 13 <sup>th</sup> December Stalls / tables to be hired at a £10 cost. Soca to run numerous stalls, tuck shop, refreshments etc. Already booked - Craft stall, Jewellery stall, Tombola, Pie stall. <b>Action</b> - To apply for alcohol license; advertise for stall holders on PB&B. Baubles to be discussed; requests for raffle prizes to be sent by email and e-bulletin.
	Pudsey House	Date - 16 <sup>th</sup> December Christmas buffet for local pensioners. We will need donations for food, prizes, etc. Radcliffe and Claremont house to be invited.

		<b>Action</b> - To be discussed further at next meeting. Dawn to speak to music department to arrange a choir to be present.
	Year 7 Disco	Date - 19 <sup>th</sup> Oct 6:30pm - 8:30pm Received proposed plan for Business studies students. Business students to host but will need help from SOCA members. Halloween fancy dress. <b>Action</b> - to arrange loan of UV lights and email for volunteers. Soca to fund £200.
	Year 7 Parents night	Proposed to host a casual evening for new parents to coincide with the disco. SOCA do not have enough time to arrange this at the moment. All agreed.
9.	Fundraising	
	EasyFundraising	Current Balance - £822.34 recent payment sent 2 <sup>nd</sup> Sept. Currently 75 members. To increase participants SOCA to request students design a Christmas card to be sent to all parents in October highlighting easyfundraising for Christmas shopping. Parents can be text to say they will be receiving a card (to be added to a school text to save money) <b>Action</b> to arrange text message.
	Student Reunions	SOCA have had a request to hold student reunions. Proposed to hold a 'school disco' at Pudsey Civic Hall inviting previous students through social media and advertising. Tickets to be charged to raise funds. <b>Action</b> - to be discussed at another meeting, to be held next year.
10.	A.O.B.	None
11.	Date of next meeting	Thursday 2 <sup>nd</sup> November 2017 at 7:00pm
12.	Close	