

Minutes of PTA Meeting on Thursday 10 June 2014 at 3.15pm

Attending: Sophie Heard, Jill Hardin, Lisa Guppy, Irene Conway, Jen Ingham, Mel de Freitas, Emma Dadson, Emily Ashley, Rosalind Owen, Joy Holgate, Lara Stokes, Ann-Marie Wortley

Apologies: Camille Hallo, Maribel Jimenez

Documents tabled: Agenda and Minutes from previous meeting (13 May)

1. Welcome/Apologies

Welcome from PTA co-chairs, Sophie and Jill.

2. Minutes from 13 May

We reviewed the minutes from the previous meeting and discussed:

- Cabinets have been installed in the DT Room (kitchen)
- Nurture shed – no work has actually commenced yet. The Nurture shed is the “log cabin” in key stage 1 area. It needs services and other decorating. It will be used for first aid and as a place for children to rest and relax.
- In terms of the agenda it may be helpful to have suggestions and photos first. If possible, may be able to do for the items we want parents to choose between for funding.
- PTA is to be paid for Forest School training.

3. Cheque writing proposal

At the moment cheques need to be signed by two people. It might be a good idea to have a limit of say £250 or £500 and only one person needs to sign. The proposal was discussed and cheques should be signed by Irene and/or PTA Chairs and/or Treasurer. It was decided not to have one signatory for issues of security. It also makes sure that no one person has to take responsibility.

Action: *Change signatories to update to current PTA Chairs which will allow for more signatories. Also need to update Charity Commission.*

4. Summer Fete update

- The Fete is on 21 June from 12 until 3.00pm – 11 days from now.
- We are having a raffle instead of tombola. No one to organise tombola.
- Generally things are continuing to take shape with a great team.
- Mr Stone and Mr Matthews will both come along and act as helpers on the day.
- The program is to printed. We have quite a few advertisements.
- Mrs Jackson will be here at 2.00pm.
- Talent show is running from 12 until 2.00pm.
- Auction will be after Mrs Jackson presentation.
- Raffle draw at end of fete.
- Stalls and food all seem to be coming together.
- Need to have a rain plan – next Wednesday – Lisa to meet with Irene
- Bunting to be put up on Monday to give festive feeling.
- Jill will bring sheet with fete advert.
- Emma will do cover letter for raffle tickets and print out copies for parents without email.
- Thursday for raffle tickets.
- Sealed envelope with stubbs and money and people need to put name on every stubb.
- Live auction, can put silent bids in at entrance.

- Zumba – cancelled or will run 9.30am to 10.30am. Will let us know. Issue is that zumba use car park. May need to put “fete parking only” up for morning of fete.
- Books for NNS – 4 boxes. Ros will follow up.
- Alex has bumbags,
- Must keep vehicles off astroturf.

5. 3 options for fundraising

The 3 options are:

- Triangle
- Blue courtyard
- Curriculum changes

Irene is talking to the architect about various options. May be able to display at fete or another function the various plans so that people can look at them. Proposal will be to vote online.

Action: Irene to finalise proposals and PTA chairs will organise for online voting.

6. Elect New Co-Chairs

Jill advised that as she and her family are moving to Florida that she was resigning effective immediately. Sophie was also resigning.

Irene and all of the PTA members wholeheartedly congratulated Jill and Sophie for the fabulous job that they have done as PTA Co-Chairs. They brought enthusiasm, professionalism, organisation and laughter and a sense of fun to everything they did. Well done! Thank you very much!

It was proposed to nominate new Co-Chairs and Jen Ingham and Lara Stokes have agreed to be considered for the role.

Emma Dadson nominated Jen Ingham and Joy Holgate nominated Lara Stokes. It was unanimously agreed to elect Jen Ingham and Lara Stokes as replacement Co-Chairs.

7. P&J Night at The Anchor (3 July)

Following up on Jen’s idea to organise local businesses to have sponsored evenings for P&J parents, the Anchor has agreed to hold a Kids Tea from 4 to 6 pm on Thursday 3 July. There are 50 tickets. PTA will receive a percentage. Parents will receive canapés and glass of wine. It will not be normal food service. You would have to make a separate reservation.

8. AOB

(a) Next meetings – We need 2 meetings – one in July and September and the AGM. Lara and Jen will meet with Irene to organise dates.

(b) Friends of Aristotle Playground – Various parents are concerned regarding access from the woods and the rec generally to the canal. Lara attended a recent meeting of the Friends. They have agreed that access to the canal is an issue and it is now minuted. This will mean it can be followed up with the Council.

In addition, the Friends are looking to plan loads of bulbs and perhaps we could have children volunteer to help plant. Children could also look after the space.

There is now a Table Tennis table – a permanent temporary table. They will see how it works out.

(c) Treasurer – Alex Lancaster, our wonderful Treasurer will also resign at the AGM. She has been treasurer for an extended time and has done an amazing job. Lara and Jen will look to find someone to be the new treasurer.

(d) Gazebo's – PTA has various gazebos in the school storage lock-up. They can be borrowed for a good-bye function for Mrs Jackson. Will be returned for the fete.

Next meeting - date to be advised.