

Great Missenden C of E Combined School
PTA Minutes- 28/1/14 @ 7.15pm Staff Room

Attendees

Hope Eaton, Parveen Haynes, Kate Richings, Ed Tang, Roz Thomson, Katharine Tompson,

Apologies

Emily Glover, Caroline Taylor, Leaza Hunter, Ray Hunter, Ceryl Taylor, Joanna Cocking, Lorna Kynaston, Karen Mackenzie-Crooks, Cathy Wybrow, Tina Lear-Welch, Rachel Pitman & Elizabeth Lewis

Financial update

The bank balance as of 19 December 2014 was £33,744.51. Once £1,470.42 has cleared we will have a balance of £32,274.09.

- Disco before Xmas made £950.74
- Car boot on 7th Dec made £228.26

Indoor Car Boots

Advertising – lots more has been done after December's low numbers through the door. It was felt that people were too busy with xmas shopping etc to attend. More posters/ Facebook and online groups / papers have been used to boost numbers.

Rotas – Still low on helpers

Action: Another email to go out via school as a reminder to parents

Future dates:

1st March – still to run with this. Kate gave her apology as she would not be able to help with this one.
12th April – To be cancelled as it was felt that numbers would be low due to it falling within the Easter hols.

Next year's proposed dates – It was felt that we should aim to hold 1 per term: October, February, & June.

Quiz Night - Saturday 28 February 2015

Fiona Austen is running this event and meeting Mr Tang for guidance. Food - Looked at World Kitchen but we are now going with Food etc. They come highly recommended and have been used by other local schools for similar events. The company is used to running these events. Cost £835 (for £5.50p.p. Curry). They will deliver and serve. Schedule: 7pm doors & bar open/7.30pm start/8.30pm eat/9pm resume/10pm finish.

- a. Malt Brewery for Ale - Parveen to double order.
- b. Tesco's Wine – Parveen will also up the white wine order.
- c. Cutlery and sundries –Booker/Costco. Cutlery and Glasses hired £40 (and we won't need to wash up!)
- d. Licence obtained

Pamper Evening Friday 13 March 2015

Being organised by Karen and Sarah Stirling.

- The evening will run from 6-10pm.
- Sarah Stirling is booking therapists and stall holders. We're currently looking at 12 therapists but if we need more then that is possible.
- Entry ticket is £5 (inc glass of fizz)
- All the treatments will be between £5 and £10 and will be payable in advance of the evening. Treatments will be 15 mins or 30 mins long.
- We are aiming to get a poster out before half term.
- There will be a bar, raffle and some crisps and nibbles.
- Low lighting and music, Robin can do this and we've found some fairy lights in PTA cupboard.
- We will also be using some of the rooms/classrooms off the hall for massages etc. This has been sorted out.
- Other items we will need nearer the time: Drinks, tablecloths etc

Race Night Saturday 25 April

To discuss further as we may cancel this event.

Action: Katharine to speak to Justine and Louise as they have run one before.

What to spend money on

Long term

Turning circle - We will initially wait for a response from the County Council re funding. Then apply to local businesses, Parish Council, local trader groups etc for sponsorship. This will be the focus of the next premises meeting on 5th Feb. PTA money to be put aside. Currently getting quotes and planning permission to go in at end of Feb.

Short term

Sun shade – Total cost around 12K. Play shelters are desperately needed for KS1 and it has been noted as an Ofsted requirement. All agreed that this was very important & to go ahead with purchase. School to buy and PTA agreed to fund in full.

Preschool £4,600 (large umbrella that can be put up and down when required)

KS1 £5,480 (To cover quarter of playground)

Paris Caps - £4.50 each (£206) PTA agreed to fund in full.

Gardener - Sam Sutton has been doing a great job with the gardening enterprise. She has requested electricity to her shed, not only for lighting but for a cold frame for heating seeds. She will also be able to use a chipper to make wood chippings. We all felt this would be of great benefit. Cost £680. PTA agreed to pay in full.

Year 5 & 6. It had been requested that some money should be spent to benefit Years 5 & 6. We talked about a Science themed day. Eg. Discovery centre coming to school. Mr Tang said he would be happy to organise/sort out this out, in return for the PTA funding a set of new dictionaries for Years 5&6. The existing ones could then be sorted out into a good set for years 3 & 4. Throwing out ones that could no longer be used or are outdated. PTA agreed to fund new dictionaries in return for a science day.

Action: Mr Tang to look into a science day at school.

AOB

PTA Credit Card / Blank cheques to pay for large items. It was agreed that Parveen and other members should not have to pay for larger items personally and then claim back. Roz said in the past PTA members had used blank cheques to take to Tesco/Booker.

Action: Parveen to speak to Karen about a Credit card, and the use of blank cheques with chq card.

PTA Shed – now up and just waiting for slabs to go down before we move in!

Summer disco – It was suggested by a parent that future discos should have a bit more structure, with dance groups/dance competition/dance format. It was agreed that we would speak to the DJ about this next time. Also the possibility of holding it outside in the Summer with an area sectioned off. This has been done before in the past and it worked well.

Village Show – Sat 4th July

Bouncy castle booked. Parveen following up on fairground rides. We will wait and see how the catering goes on Quiz night and then possibly book Food Etc. again. Wild Kitchen do giant paellas which could work well. We agreed on the theme of **'Around the World'**. The children would use a passport system and get it stamped as they moved around. Food/ stalls/songs/dressing up to be from different countries. With parents and staff helping out. Parveen will arrange for Wild Training to organise a family assault course on the spare ground, with prizes. This would also link in with our 'Around the World' theme.

July 3rd Mufti day – for tombola.

Year 6's production - this year is likely to be a Grease/Gel theme.

Action: Parveen to speak to Wild Training.

Cloakroom/reading area.

The area by Mr Tang's office seems to be a constant mess and we talked about how it could be improved.

Action Mr Tang to speak to Stuart re a better layout/shelving that would help tidy it up.

[NEXT PTA MEETING – Wednesday 18th March 2015, at 7.15pm in the Staff Room](#)