

Great Missenden School PTA Meeting

23rd January 2017

Minutes

Attendees: Anita Leslie, Katharine Tompson, Caroline Boss, Kevin Hoy, Lisa Harrison, Hannah Barrett, Harry Sperring

Apologies: Caroline Taylor, Nic Smedley, Caroline McDonald, Luke Taylor, Ellie Taylor, Emily Glover, Matt Boss, Emma Griffiths, Paula Kitching,

Future Events

Quiz Night

The Quiz Night is going to be held on 6th May. Year 6 parents are hosting as they won the quiz last year, this involves question setting and compering the evening. PTA will be responsible for the food, bar, set up/breakdown, raffle and sign-up of participants. Usually we have a paper entry form for signing people up to a table, we discussed putting this online. It was agreed that the curry last year went down very well. The food contractor used last year provided everything including cutlery and plates, and also set up and cleared away, it was therefore decided that we would try to use the same person again.

We also discussed having people pre-order their wine to help with the problems of congestion at the bar, and finding volunteers to serve at the bar. It was agreed to sell wine by the bottle and to provide a table service on the night for further purchases, and we will trial the card reader for payment. It was suggested that we present the winners with medals or a trophy as a fun prize, it was agreed that it's a good idea and we'll look into it.

It was agreed that we would keep the ticket price at £15.00, it compares favourably with other quiz nights in the area.

ACTIONS:

Lisa Harrison to book the caterer

Anita Leslie to order wine

Hannah Barrett to place an order for ale through Chiltern Brewery

Katharine Tompson to identify year 6 parents who can lead the question-setting team also to research trophy engraving

Katharine and Anita to liaise over the entry form

Quiz night details will be put in the next PTA newsletter and brought up at the class reps meeting.

Pamper Night

Sarah Stirling has agreed to run this event once again, it has been very successful in the past couple of years. It will be held on Wednesday 22nd March. Sarah has requested that the bookings and payment be put online and is happy to run the evening. Help will be needed on the bar, and with floats and paying the beauticians at the end of the night.

Bingo

Provisional date is set for Monday 24th April, to be checked with Sue. A discussion was held regarding the number of sweets we serve at the Bingo, which has drawn some negative comments from parents. Selling fruit was trialed at the Christmas disco, but only 2 tangerines were sold so it is not popular, although we could try this again in order to slowly change perceptions. Suggestions to deal with the issue included:

- Close the sweetie ‘bar’ once the bingo games begin so that children can’t keep going back for more.
- Put an email out to parents to show we are trying to address the issue. Give parents the prices of the sweets so they can decide how much money they want to allow the child. (e.g. some parents send £5 or even £10 notes but our sweets are 10p-50p)
- Give something other than boxes of chocolates as prizes – e.g. rubbers, stickers, possibly Smiggle things if items can be picked up for a good price in sales etc.
- Source healthier snacks to sell

Disco

The next disco will be on Thursday 25th May.

Summer Fete

This will be held on Saturday 1st July. It was suggested that we start the fete earlier, at 12 noon, because the 1pm start is tricky for those with young children. It would put pressure on the set-up in the morning, but it would be better for the teachers, this is to be decided. It was agreed to start planning this side of Easter to get ahead and we also discussed looking for a volunteer who was happy to lead the event and be the focus for co-ordinating all areas, as it worked very well for the fireworks event. This will be added to the PTA newsletter and website to see if it generates any volunteers.

We discussed having a brainstorm for new events which will be put on the agenda for a future meeting.

School Business

The fitness trail has been installed with new matting which looks fantastic. Once the risk assessment has been carried out, the children will all have an induction to the equipment before they will be allowed to use it both at lunch times with monitors, and also in PE lessons.

The Tesco campaign brought in around £10k for the school which will be put towards the fitness trail, PTA to pay the balance of £8k.

Mike Batteye has ordered the science equipment that we agreed to pay for at a previous meeting. It has costed less than originally expected.

ACTION: Harry Sperring to confirm the final cost of the science equipment.

A request is made for the PTA to pay for 32 lap tops at an approximate cost of £10K. The current 18 computers make it difficult to test individual understanding of concepts because children have to share. Laptops could also be moved between classrooms. The learn pads are slow and have been disappointing for year 6, but may be very useful for lower years. Joe Sandalls is looking in to what exactly is needed and what products will best meet our requirements. The suggestion was made to lease the laptops instead of purchasing so we can upgrade when necessary. This issue will be discussed at another meeting.

ACTION: Harry to take various questions back to Joe and management

£300 is requested for a company to come in and erect a large dome with various activities inside as part of a space topic for Reception, Year 1 and Year 2. It is put up for the day and would be an exciting addition to the topic. It was agreed that the PTA will fund this.

£200 has been requested for saws and vices to be purchased for the Years 5 and 6 Design Technology lessons. Kevin Hoy offered to donate a vice so will liaise with Harry about what exactly is needed.

ACTION: Harry to get more information about what is need in the way of equipment for DT and liaise with Kevin

PTA has been asked to contribute a donation towards the Little Missenden Music Festival (along with the PTAs of all the other schools who participate). This involves Year 2 who in the run up to the festival have dedicated sessions with musicians who help them to compose their own song, which they then perform at the festival. It was agreed to donate £150.

Treasurer's Report

The current balance of our account is £27,756.00, with £593 of outstanding payments to date.

The amount taken for the disco was £1,143 with costs of £174 and some outstanding expenses.

Commitments only extend to the balance of the fitness trail which is £8k.

Christmas Cards

We have used the company who does our Christmas Cards for years, but their new online ordering system totally crashed and caused problems for many of our parents. The company was overwhelmed and completely shut down their customer services, which made communication with our parents very difficult as we didn't know what was going on. Many parents were confused about whether their order and/or payment had gone through, and some ultimately did not get their child's design printed, it was either too late, or didn't arrive at all. This obviously caused a lot of disappointment, and was incredibly difficult for the school and PTA to manage as we had no control. Refunds have been requested for the unfulfilled orders, but we don't know yet what we raised for the school. It was agreed to discuss at a later meeting whether to use the company again or not, as they handled the crisis so badly.

A general discussion was held about what might be on the school's list for projects to undertake this year. Harry mentioned that Stuart Light (site manager) has a list of things he would like to do and will ask him if they can be brought to the next meeting. We discussed finding one focus project, possibly the swimming pool, and targeting fundraising for that one thing. Discussion ongoing.

Any Other Business

The question was asked whether the school uses 'Easyfundraising' for its large purchases as it would be instant cash to the school and we ask parents to sign up to it for their shopping.

ACTION: Harry to ask Nicola Tomlin

Next Meeting: Monday 27th February at 7.30pm in the staff room