

Meeting Minutes

Tuesday, 25th April 2013

Lower Park School

Attendees: Jenny Rigg, Francine Fallon, Wendy Warrington, Michelle Massey, Sharon Mallender, Stuart Tyson, Cathy Beddows, Mr I Coulson, Barbara Chadwick, Sally Ward, Ceri Hudson

Apologies: Julie Knight, Julia Grundy, Andrea Lees, Karen Matthews, Nicky Waller, Sam Bagnall, Sam Podmore, Susan Horsman-Turner, Mrs C Beddows, Justine Thirde, Debbie Cudley

1. Available PTA funds

- £2,778.76
 - Includes donation made from the Poynton round table of £700
 - Kingsward Coaches have been paid £465

2. Plant Sale – Sharon Mallendar

- 230 orders (2,161 boxes) received to date
- Currently less than last year of 257 orders (2,471 boxes) , however optimistic it will be close as still one more day for new orders to be received.
- Helpers for the 6.30 am start requested. Sharon Mallendar, Barbara Chadwick, Jenny Rigg, Stuart Tyson and Michelle Massey volunteered.

Actions

No actions

Owner

Target Date

3. Summer Fair – Michelle Massey

- No further update at present.

Actions

No actions

Owner

Target Date

4. Images Art Exhibition – Francine Fallon / Ceri Hudson

- PTA to fund food for the event – discussions around what food was discussed and the general consensus to keep simple and cost effective.
- Background music discussed and options were the band vs. individual children playing an instrument.

**Lower Park School PTA
(Parent Teachers' Association)
Registered Charity Number: 1099428**

- Chris from Images attended the Lower Park Staff meeting on Monday to share his experiences and offer guidance. Teachers are all on board. Themes are still to be shared.
- Date of Event confirmed as the 4th July 2013
- Confirmed that a flyer / invite will be written and printed to go home with children as a build up to the event.

Actions	Owner	Target Date
To discuss if and how children can be involved in serving food	Francine Fallon/ Ceri Hudson / Cathy Beddows	ASAP
To write flyer, get agreement from Mr I Coulson on content, print and issue	Fran Fallon, Ceri Hudson, Stuart Tyson	By end of May
Confirm music arrangements for the event	Mr I Coulson	By the end of May

5. Lotto draw / Review - Justine Thirde

- Agreement made that the marketing of the 12 month subscription will start in the new school year September 2013
 - April Lotto draw numbers were:-
 - Jenny Rigg – 1st Prize (£25)
 - Roger Dean – 2nd Prize (£15)
 - Julie Grundy – 3rd Prize (£10)

Actions	Owner	Target Date
No Actions		

6. Parent PTA Questionnaire - Jenny Rigg

- Due to availability the 2 dates offered to the Quiz master not suitable.
- Quiz night provisionally moved to 5th October
- Questions for the Quiz already prepared by the Quiz Master
- Stuart Tyson advised that the costing for the knock out is fairly high and recommended that this was not an option at this time. The PTA was in agreement.
- Tim Lyons contacted regarding the opportunity as a photo Supplier for the photo shoots. Unfortunately no interest has been shown.
- Cathleen Taylor in Marple was suggested as an alternative option.

Actions	Owner	Target Date
Cathleen Taylor to be contacted with the opportunity	Jenny Rigg	June 2013
Quiz date to be confirmed	Jenny Rigg / Michelle Massey	June 2013

7. Disco Review – Wendy Warrington

- Profit made £261.60
- Wendy advised that there were sufficient helpers this year which was great
- Agreed that to speed up entry into the disco, tickets to be available to purchase in 2 weeks in advance of the next disco.
- Due to the new intake of children being invited to attend the disco scheduled for the 12th July, they will not be offered to buy tickets in advance; however they will be able to pay on the door.

Actions	Owner	Target Date
Tickets to be printed and made available for purchase	Mr I Coulson	28 th June 2013

8. Head Teachers Report – Mr I Coulson / Cathy Beddows

- £700 donation from the Poynton Round Table to be used to “blitz” the playground with playground equipment, such as skipping ropes, footballs, Hoola Hoops
- PTA provisionally (subject to price) agreed to provide funding following Mr I Coulson's request to extend the height of the fencing in the field.

Actions	Owner	Target Date
Pricing of fencing needs to be confirmed in order that the PTA can check there are sufficient funds to cover cost	Mr I Coulson	ASAP

9. AOB

- Bags for school gone out and text to parents as a reminder arranged for the 17th May 2013
- Query made by Sharon Mallendar regarding the payment received by was by cheque and it had been set up and arranged to pay directly into the account.

Actions	Owner	Target Date
To check that the bags for school are aware that the option to pay directly into the account is available and is the preferred option and offer any advice if needed.	Jenny Rigg	May 2013

10. Next Meeting

- Confirmed Tuesday 18th June 2013