

Lower Park School PTA, Registered Charity Number 1099428

Minutes of Meeting Thursday, 27th February, 2014

Attendees: Jenny Rigg (Chair), Sharon Mallender, Debbie Cudley, Stuart Tyson, Nikki Wood, Mr I Coulson, Michelle Massey, Wendy Warrington, Mrs B Chadwick, Catherine Cole

Apologies: Susan Horsman-Turner, Justine Thirde, Francine Fallon, Angela, Julia Grundy

- **PTA Funds available (Sharon)**

We have paid for fences, iPads, SEN iPads, laptop trolleys (approx. £12,000 total) and there remains £5800 available.

- **Disco review (Wendy)**

Attendance was very good and we raised £371.18. The cans of drink were very popular and we had sufficient hot-dogs with little surplus.

- **Film Night 14th March update (via email from Julia)**

Existing provider has double booked us with another event which is taking priority for the digital projector. He is exploring whether he can provide a 35mm film. We will need to make a decision by Tuesday 3rd March.

It was agreed that we will need to offer two showings as demand is high, even if this means repeating the same film. If the event is going ahead, tickets to be sold before school on **Friday, 7th March.**

Action: ST to seek alternative provider and liaise with Julia.

- **Fish and Chips/ Bingo Night, Saturday 17th May, 17:30-20:00**

Mr Coulson has offered to be the bingo caller. Subcommittee (NW, WW, MM, ST) to plan the evening.

Action: MM to approach chip shop on London Rd

Action: NW to purchase the alcohol

Action: SM to apply for the licence

- **Plant Sale, 10th May (Sharon)**

6000 leaflets have been folded; thank you to Mike Binding. We are using the same supplier and the same plants as last year; price £2 per box. Next step is to make the map available in the playground and enlist helpers to distribute leaflets for each street. Leaflets in bundles of 50. **Leaflets must be distributed by 11 April** to allow time for orders to be completed.

Action: ST to arrange enlargement of map for use in the playground, including cut-off date for delivery if possible.

Action: IC to include note in Beacon: unused leaflets to be returned to school.

Action: SM to confirm dates and other details for Beacon for IC.

- **Disco, 11th July:** date noted
- **Lotto draw (Stuart/ Wendy on behalf of Justine)**

One bounced cheque at a cost of £4 to be absorbed by Lotto funds. (£32 incurred for bounced cheques for PTA overall). It should be possible to arrange for online payment of Lotto fees next academic year.

November 2013:

1st: 67 yellow
 2nd: 60 blue
 3rd: 21 yellow

December 2013:

1st: 15 orange
 2nd: 28 green
 3rd: 63 pink

January 2014:

1st: 59 blue
 2nd: 6 white
 3rd: 85 orange

Action: WW to send names of winners to IC

Action: JT to note that we may be able to offer online payment from September 2014

- **Headteacher's report (Mr Coulson)**

New intake meeting on 22nd May

Action: JR to check availability for this and to nominate a deputy if unable to attend

Ilam Trip: financial assistance from PTA for one place

Action: JR to meet IC individually for update outside of meeting

- **Fundraising goal: (Jenny):**

We would like to raise funds towards a specific goal. Ideas proposed include improvements to the playground and field, or a canopy covering an area of the playground. It was agreed that a structure such as an outdoor classroom or a permanent canopy might encourage trespassers/ antisocial behaviour out of school hours. It is over 8 years since the playground was "zoned". Maintenance is required in terms of resurfacing and lowering the ball chutes. The children would benefit from a canopy to provide shade in place of the oak tree which had to be removed. It was agreed that the pupils should have input into the design of any new play equipment, which could be reproduced by a professional company.

Action: IC to bring photographs of novel playground designs from other schools

Action: IC to approach School Council to generate designs and present them to the PTA at the meeting after next.

Action: All to consider ideas for improving the outdoor space

- **Drive to encourage new members**

Best response is often via personal invitation. Opportunity to approach new intake parents. Drive for new members at Bingo evening. Consider an “open” PTA meeting to discuss ideas for the new playground equipment at the meeting after next.

Action: All to encourage friends to join!

- **Raffle (Stuart on behalf of Fran)**

Many thanks to Stuart for agreeing to take over.

- **Summer Fair 28th June**

Action: PTA to fund football to be signed (City)

Action: IC to pursue contacts for United kit.

- **Christmas Cards (Wendy):**

These were very popular and the packs have been ordered again. It should be possible to offer online payment this year.

AOB:

- **New website/ VLE (Mr Coulson)**

The governors have been developing their area of the site; there is an opportunity for the PTA to make use of the VLE platform as an online forum as well as to upload minutes etc. The PTA area on the website will continue to function as a “public” page on which to publish minutes/ event details etc.

Action: JR to liaise with Mike Gallagher about possibilities for the use of the VLE

- **Barclays match funding (Stuart)**

This has been reduced to 1 x £1000 rather than 3 x £750 this year.

Next meeting: March 27th, 8pm, Staff Room.