

Meeting Minutes
Thursday 27th March 2014
Lower Park School

Attendees: Jenny Rigg, Michelle Massey, Sharon Mallender, Mr I Coulson, Wendy Warrington, Nikki Wood, , Francine Fallon, Debbie Cuddley, Barbara Chadwick

Apologies: Stuart Tyson, Justine Thirde, Susan Horsman-Turner, Ceri Hudson, Catherine Cole. Julia Dean

1. Welcome and Apologies

- Jenny Rigg opened the meeting and shared the apologies

2. Film Night – 14th March – Review – Julia Dean / Nicky Wood

- Overall the night went very well
- Concerns were raised about time to set up in community hour and it was agreed that entry to the kitchens whilst community hour taking place was allowed and tis should eliminate the rush
- Previous film nights the numbers have always been in the 90's per showing and KS1 usually just over 100. This time the numbers were late 70's and early 80's with 167 snack packs compared to about 190 snack packs last time. The profit was still good estimated at £336? This was by Nicky Woods discount on the food for the snack bag
- Raised that 1 week to prepare was not enough time, therefore going forward 2 weeks between ticket sales and the film is required
- Discussions whether to change film supplier were had and it was agreed that we stay with the same supplier and review later on in the year as Stuart had sourced a few other companies but they all charge more than current supplier.
Mr Coulson raised the charge of the Film night in comparison to other schools and It was agreed to charge £5 for the event - £3 for the ticket and £2 for the snack pack

Actions

Snack Packs to be reviewed

Owner

NW/JD

Target Date

3. Plant Sales 10th May 2014 – Sharon Mallendor

- 65 orders received so far totalling £1006.00 (not profit)
- All rounds for delivery taken, issue with having enough leaflets as spare leaflets not being returned.

Actions

Communication to be included in the Beacon to request for any un used Leaflets to be returned

Owner

IC

Target Date

28/03/2014

4. Fish & Chips Bingo Night – Saturday 17th May 2014 Update – Group Involvement

- Michele Massey approached London Road Fish and Chip Shop and did not offer discount and would charge £6 for fish and chips
- PTA agreed to investigate alternative chips shops
- Prices needed for 50 portions of Fish and chips, Chips, and sausage and chips.
- Chip van suggested , but appeared that could be too costly

Actions	Owner	Target Date
• Chip shop in Bramhall to be approached	IC	ASAP
• Chip Shop ion Park Lane and hazel Grave to be approached	JR	ASAP
• Purchase Alcohol	NW	16 th May
• List of alcohol requirement to be given to Nicky Wood	JR/NW	ASAP
• Alcohol Licence to be applied for	SM	ASAP

5. Up and Coming Events

Summer Fair – 28th June 2014 – Michelle Massey

- Ponies' boked from Bank Farm – bringing 5 ponies.
- Demonstrations talked about – Karate and Pixie Cheer leading.
- Michele Massey confirmed that this will be her last Summer Fair that she will be organising as part of the PTA.
- Michele has agreed to document instructions on how she has successfully set up the fair and will separate the fair into sections.
- Volunteers required to take a section to set up and arrange
- Michele will be available for the following year for advice and guidance.
- Michelle Massey is going to send out emails to start arranging the fair

Disco – 11th July 2014 – Wendy Warrington

- Planning not started, however mention was made to the use of mobile phones in KS2 disco – request to be made to ask that phones not taken.

Actions	Owner	Target Date
• Request for phones not to be taken to KS2 discos	IC	11 th June

6. Head Teachers Report

- Agreed that Stuart Tyson and Fran Fallon would do the new intake meeting on the 22nd May 2014
- PTA agreed the request to offer financial assistance for one place for the llam trip.

Defibrillator at the school

- Mr Coulson has purchased a defibrillator for the school – there is only 1 more in Poynton.
- Mr Coulson explained that he felt this was essential to purchase as the statistics are that 10% of all deaths in children result from sudden cardiac arrest (SCA) and although there was a very slim chance of it happening , he would feel that he is supporting the children and it's visitors by having one on the premises,
- The cost of the equipment is £500 and the PTA has agreed to fund.

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

- Mr Coulson that by writing a letter to local businesses that we may to ask for a donation to save a child's life, we may be able to cover the cost.

Actions	Owner	Target Date
<ul style="list-style-type: none"> • Local Businesses to be approached 	FF/MM	On- going

7. PTA funded Raiding Goal – Improving Outdoor Space

- Playground ideas discussed and leaflets shared to look at designs.
- School Council to agree design and have already specified that they want items that can be used to adapt to use their imaginations
- Pentagon sports will be doing initial design and working with the school council.
- Once sketches produced agreed that to involve parents and have a viewing in the school Hall
- Pentagon have advised that we can apply for a grant of £10K for the outdoor initiative, the guidelines are that we have a community link , which we do with Hollies, Brownies and other afterschool clubs
- If successful application the school could have a total of £15k for the outside initiative (£10k grant +£5 PTA funds)
- Maintenance of existing equipment required as part of the initiative and request to Astra turf the middle area of the Trim Trail.

Actions	Owner	Target Date
<ul style="list-style-type: none"> • Outdoor Initiative grant to be applied for 	IC	ASAP

8. LOTTO Draw – Justine Thirde

- 1st – Yellow 64
- 2nd – White 6
- 3rd - Yellow 22

Actions	Owner	Target Date
<ul style="list-style-type: none"> • No Action 		

9. AOB

- Fundraising opportunity raised by Nicky Wood. It involved communicating to parents when searching and shopping Tesco, Argos etc. to access via using easyorgfundrasing .co.uk. Once the PTA has been added to the list a 10% of purchase will be donated back to the PTA funds.
- PTA discussed raising the profile of what they do by having a notice board outside the front entrance

Actions	Owner	Target Date
<ul style="list-style-type: none"> • Notice Board to be purchased 	JR	ASAP
<ul style="list-style-type: none"> • Design for notice Boar to be drafted 	FF	ASAP
<ul style="list-style-type: none"> • PTA to be added to search easy org and tested 	MM	ASAP

NEXT MEETING: Thursday 1st May 2014