

PTA Meeting Minutes

Thursday 20th November 2014
Lower Park School

Attendees: Jenny Rigg, Sharon Mallender, Mr I Coulson, Wendy Warrington Stuart Tyson, Nicky Wood, Ceri Hudson, Michelle Massey, Francine Fallon

Apologies: Susan Horseman-Turner, Julia Dean Justine, Debbie Cuddley

1. Welcome and Apologies

- Jenny Rigg opened the meeting and shared the apologies.

2. Fundraising Goal Improving outdoor space (Mr I Coulson);

- PTA funding secured and awaiting final confirmation from grant application.

3. Disco Night Review – 7th November 2014 (Wendy Warrington);

- Disco went really well
- More year 1 mums came forward to help follow a using the Year 1 face book page to ask for volunteers.

4. Xmas Fair – 29th November 2014 (Michelle Massey):

- Stuart Tyson presented a fantastic list of donations he has received from local business and from sending out letters to football clubs, theme parks etc.
- Issue was raised by a parent to Michelle Massey that the hampers run out quickly at the beginning of the fair, so a decision was made that the winning tickets would be changed to 25, 50, 75,100 etc. To remain fair, but also giving others throughout the period of the fair an opportunity to win.
- Santa's grotto will be set up on Friday afternoon/evening
- The new idea for the Hamper Creation raised £236, which has enabled 18 big hampers to be made up and 7 small themed hampers e.g. frozen hamper, boys hamper, food hamper etc.
- Santa has been confirmed.
- Concern was raised there is currently no one has come forward to offer assistance to cook on the BBQ stand – it requires a 2 hour commitment.
- Auction agreed to take place 12:30 – 12:45

Actions

Tom Yam Restaurant to be approached to ask for a donation

Owner

Ceri Hudson

Target Date

ASAP

A note in the beacon requesting helpers for the BBQ

Mr I Coulson

21/11/2014

5. LP Lotto – Monthly (Jenny Rigg on behalf of Justine Thirde)

- Jenny raised on behalf of Justine Thirde her wishes to retire from the Lotto
- No volunteers after a call out to existing PTA members to take over in the meeting
- Request for MR Coulson to request volunteers in the Beacon
- Members of the PTA are asking friends if they would be interested in taking on the Lotto
- Following the outstanding action Michelle Massey kindly offered to contact parents who signed up to join the Lotto following the drive for Lotto members at the summer fair.

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

- Lotto estimated taking 2 hours a month.
- Draws were made for September 2014;
 - 1st prize - Michele Massey (80 – White)
 - 2nd prize - Vanessa Graham (77 – White)
 - 3rd prize – Nicki Waller (36 on Blue)
- Draws were made for September 2014;
 - 1st prize – James Wylie (3 – White)
 - 2nd prize - Richard Bateman (66 – White)
 - 3rd prize - Wayne Ediker (29 – Green)

Actions	Owner	Target Date
To make contact with parents who committed to joining the Lotto at the summer fair.	Michelle Massey	ASAP
A request for a volunteer to take over the running of the Lotto to be made in the Beacon	Mr I Coulson	21/11/2014

6. Head Teachers Report

- I Pad air have been ordered for use in the classrooms
- PTA have agreed the request to fund the Pay on-line fees of £1008
- PTA discussed the functionality of systems that are used in other schools and Mr Coulson has agreed to explore alternative options and costs
- PTA confirmed that £150 has been paid towards the purchase of new books
- Request to PTA made by Mr Coulson to fund new headphones for use with the I Pads. Estimated 6 required per classroom, average price £10 x10 = £600 – PTA agreed.

Actions	Owner	Target Date
To explore alternative options and costs for the pay online system	Mr I Coulson	29/01/2015

7. AOB

- There was a 50% reduction in sales from the Northbrook Xmas paper scheme. This was thought that samples were not provided this year as a trail run by Northbrook. Feedback has been shared.
- PTA Xmas celebration to be booked for the 29th January 2014 at the Beijing restaurant
- Jenny Rigg advised that the Bags to school scheme that we use have reduced their pence per kilo on bags received. Alternative schemes are going to be explored.

Actions	Owner	Target Date
To explore alternative options for the bags to school scheme	Jenny Rigg	29/01/2015

NEXT MEETING: Thursday 29th January 2015