

PTA AGM Meeting Minutes

Thursday 17th September 2015

Lower Park School

Attendees: Jenny Rigg, Sharon Mallender, Nicky Wood, Lucy Lester, Charlotte Fazackerley, Helen Hardacre, Zoe Buckley, Claire McIntosh, Ellen Little, Mandi Banks, Mr I Coulson, Mrs J Jones

Apologies: Francine Fallon, Stuart Tyson, Ceri Hudson, Sarah Clarke, Wendy Warrington, Catherine Cole

1. Welcome and Apologies

- Jenny opened the meeting and shared the apologies

2. PTA Constitution

- Jenny shared the PTA constitution. Anyone who wants an email copy to contact Jenny

3. Chair's report 2014 – 2015

- Jenny talked through the report – please see separate document

4. Treasurer's report 2014-2015

- Sharon talked through the report –
 - Total profit £15,430.40 for year. Due to well supported events and Barclays match funding
 - Christmas Fair £3,824 + Christmas Fundraiser £468
 - Plant Sale £3,885
 - Summer Fair £2,390
 - Bingo Night £579
 - Film Night £486
 - School Discos £955
- This year the PTA agreed that funds raised would be allocated towards new interactive whiteboards and this will be an ongoing fundraising goal. The PTA also part funded the new playground equipment costing £5,800
- Other things funded are: Classroom Funds - £200 for every class for the teachers to spend as they wish. Every year the PTA fund the coach to Kingswood, help fund Science Week and various hardship donations as well as other things that crop up during the year.
- The year ended with £16,005.36 in the bank, with £2,313.44 allocated for special needs and a further £5,313.44 to remain in the account – meaning that we have £10,691.93 as available funds (still need to pay for the whiteboards that have been purchased)

5. Head Teacher's report 2014 -2015

- Mr Coulson expressed his thanks to the PTA and his gratitude to the new members. Mr Coulson said that his hopes for the PTA are that more and more people will be involved and that instead of a "few doing a lot" that we will

have the situation where “ a lot do a few (things)”

- Mr Coulson outlined the special role that the PTA play in school life and it is not just about the fund-raising but about being the social fabric of the school and he mentioned how much the children appreciate and love the social events that the PTA organise
- Mr Coulson talked about Jenny wanting to move away from the Chair role and that a replacement is needed in the coming months
- Mr Coulson reminded us that when we need to add any events to the Beacon to email Mr Coulson on the head@lowerpark address
- Mr Coulson and Mrs Jones did a demo of one of the new whiteboards in the classroom

6. Election of committee members

- Chair – re-elected Jenny Rigg (need replacement ASAP)
- Vice-Chair – elected Claire McIntosh
- Treasurer – elected Ellen Little
- Vice-Treasurer – please contact Jenny Rigg if any members would like to take up this role. Nicky Wood kindly offered to continue with this role if necessary
- Secretary – if Francine Fallon wishes to step down then Zoe Buckley would be happy to take on this role
- Other responsibilities discussed – Clipboard auction (Sarah replacement for Stuart?)

7. Dates – events and meetings

- Discos – confirmed as 16th October 2015, 18th March 2016 and 8th July 2016. Charlotte to lead.
- New event – Christmas Wreath making evening for Parents – Wednesday 16th December 2015. Tickets £15 with mulled wine and mince pies available to buy. Sarah to organise with Jacklyn Muldoon (mum who will run the event) and to get event in the Beacon/flyers etc
- Christmas Fair – 28th November 2015. Sharon and Nicky to lead. Sharon to set up sub-committee meeting ASAP. 26th November 2015 confirmed as Christmas Fair Hamper wrapping night.
- Film Night – Zoe to contact film man and check availability 13th November 2015 and dates for March 2016
- Plant Sale – provisional date 14th May 2016. Sharon to organise
- Bingo Night 1 – 6th February 2016. Fish and Chips (Helen to speak with Theo from The Dorchester Chippy) and BYO. Bingo Night 2 – 16th July 2016. Thai Food and BYO. Helen to lead these events going forward
- Summer Fair 25th June 2016 – Sharon to lead
- PTA meeting dates:
 - 13th October 2015
 - 3rd December 2015
 - 7th January 2016 - mtg and night out (location tbc – Jenny to organise)
 - 2nd Feb 2016
 - 3rd March 2016
 - 14th April 2016
 - 19th May 2016
 - 16th June 2016

8. Funding commitments confirmed – Jenny Rigg / Sharon Mallender / Ian Coulson

- Whiteboard replacements – ongoing
- A regular termly fund of £150 to be made available for new books
- PTA are asked to support the continuation of the online payment website - School Money £1,000
- £200 per teacher classroom funds and Kingswood Coach ongoing
- Mr Coulson requested new funding to provide hard-cover Sketchbooks for all children that will follow the child through school and then take them away as reminder of time at Lower Park £224
- New Numicon and Lego Maths sets
- Dojo Winners T-shirts yellow (replace Podium Café) x 50 shirts perhaps screen printed £80

9. LP Lotto Draw

- June winners – 32, 40, 61
- July winners – 33, 71, 34
- Lotto flyer to go in Reception/Y1/Y2 school bags – Lucy to organise
- Lucy to consider offering new Lotto joiners free School Disco tickets

10. Christmas Fundraiser - Wendy Warrington

- Tea towels being looked at – Wendy to advise ASAP. Mrs Jones said that the more notice the better so the classes can start early before other Christmas activities start

11. AOB

- Lucy to look again at Bag2 School
- Sarah to send details of Stampstastic to Mr Coulson and PTA members
- Lucy to look into Easy Fund and report back to PTA

NEXT MEETING: Tuesday 13th October 2015