

TRINITY SCHOOL PTA

MINUTES OF PTA MEETING HELD ON MONDAY 8th FEBRUARY 2010

Present: Susan Eastwood, Jacqui Jones, Dee Godden, Mike Burdett, Zoe Lewis, Lawrence Coen, Claire Linnitt, Lou Johnson, Louise Greenwood, Natasha Waggett, Nathalie Chenery, Ruth Waters, Katie Collins

Apologies: Tim Waters, Paul Fellows

Minutes of 30th November 2009 Meeting: Agreed & signed

Matters Arising from Minutes: We have not heard whether any musical instruments have been donated to the nursery. Nathalie has been chasing the money from the inflatables company, though it will only be a few pounds. We will consider using an alternative company at the next event. The email sent, after Christmas, about board games donations was received by some and not others. **Lawrence Coen** will look into the email system.

The Den Fete has now been booked for the 25th of September, so please put the date in your diary.

Correspondence: Some of the bank statements have arrived, but we're still missing others and the new signatory forms still haven't turned up, despite a recent visit to Barclays. **Jacqui Jones** will go to the bank again!

Treasurer's Report: Cashbook balance £3,023.58, but there are un-cleared cheques of £110 and a few payments still to be made including £100 for the boarders TV, £400 towards music software for Mr Crabtree (**Dee Godden** has taken a funding request form for him to complete). Cheque for £44.00 received from the boarding dept. for the boarders' tickets at the Senior Disco (£16 already received from boarders)

Funding Requests:

Starting blocks for the pool which start at £445+VAT each and 4 are required = approx £1,800 +VAT (**Dee Godden** will check with the Bursar to see if the PTA or school have to pay VAT)

Development of a new "Forest Classroom" for use by most of the school, up to about yr 9, for study and incorporating some outdoor play areas for the younger children. Mike Burdett informed us that there would need to be special staff training, costing about £900, but that this would enhance the charitable status of the school as the facility can then be opened to other schools. Planning is still in its early stages, with costings and health and safety issues being looked at. ***If anybody has any tyres, logs, wood or any other items which could be donated or bought at a competitive price, for building shelters, dens, tyre apparatus, etc, we would be very interested to hear from you.***

Dressing up trolley for nursery, costing about £100

Flat-screen TV for Senior library, no cost given

Bean bags & Cushions for girls boarding - could we use the £100 agreed, but not used for boarding games

It was agreed that we would fund the starting blocks for the pool, which are required urgently, for use when the pool opens. Lou Johnson checked with a contact at Young Leisure after the meeting, to see if she could get them any cheaper, but could not. This is a large expense, costing over £2,000 with VAT, so it was decided that we should put the other requests on hold temporarily and do some fundraising. ***If, however, anybody has a dressing up trolley, flat screen TV or any bean bags & cushions, which are good quality, but no longer required, please contact us, so that we can pass them on to the relevant departments.***

The criteria for lending was discussed and we agreed on the following suggestions;

1. Funds should be targeted to as wide a group of students as possible
2. The item should support and enrich curricular subjects
3. The item should enjoy strong support - in time and interest - from the PTA membership and staff
4. The item should be the "icing on the cake", adding value over and above the norm.
5. The item should have the potential to be accessible to the wider community.

If funding requests do not meet these criteria, it doesn't mean they will be turned down, but they provide a starting point for prioritising funding requests.

Forthcoming Events: **Prep Valentine Disco – Friday 12th February, 3.30 - 5.30pm, £1.50**

Letters, posters & emails have been sent. The risk assessment has been checked by Mr Hargood who would like us to keep the hot water jugs behind the serving table. A non-uniform day was agreed previously, with Mrs Whatling, so that the children will not need to get changed on Friday for the disco. No payment is required by the pupils for the non-uniform day, as they will need to pay £1.50 for the disco. *Mike Burdett* will write it up on the board. *Jacqui Jones* will ask Chris Cullen to send out an email about uniform. *Dee Godden* will take photos at the event. Help will be required to set up from about 3pm, to collect stuff from the shed, though we may not get into Oakley Hall or the classroom until 3.15. *We would appreciate it if anybody fancies doing a bit of baking and would like to donate cakes and biscuits to be sold at the disco. Any contributions can be brought in to the office, either on Friday morning or after school.*

Jacqui Jones will ask Chris Cullen to put a request on the email system and contact Carol Lamb to find out whether she will provide a kitty for the event. Katie Collins will get hold of the barrier tapes to restrict areas. We will use the back door to get to the infant toilets, rather than going through the classroom because of dangers with hot drinks in the room.

Future Events: **Possible Swimming Block “Opening” - Early next term** - It was suggested that we organise a cheese & wine, fundraising event, including children demonstrating the starting blocks in the pool. Lawrence Coen will look into this idea for discussion at the next meeting.

AGM - Monday 26th April - 7.30pm - Music Centre

Dee Godden will book the music room and speak to Tim Waters and Steve Rowe regarding the cheese & wine.

Swim BBQ - Saturday 19th June - from 2pm - To be discussed at next meeting, *however we will need 4 lifeguards, so if anybody would like to volunteer, please contact us.*

Use of the Marquee after Speech Day - Natasha Waggett contacted Rob Downey after the meeting. He has been in touch with the school to organise a **Ball at Langstone Cliff on Friday 9th July**. Therefore a Hog Roast would not be worth doing, however, it was suggested that a children's party / disco might be worth organising, so we should discuss this at the next meeting.

Den Fete - Saturday September 25th - 10.00am - 4.00pm - The prep dept are fully behind this event and have come up with a lot of suggestions. It should be a promotional day for the school and raise funds for local charities. The senior school should also be involved. *All help will be gratefully received in organising the event and helping on the day. Please contact us if you have any suggestions or would like to offer your assistance.*

For Further Discussion when time allows:

Sale items notice-board – To be discussed further at a future meeting.
Await news from Michelle Keay about Government Grant funding

Any Other Business: Lawrence Coen informed us that at the recent boarding inspection, they were graded as Outstanding. He thanked the PTA for their input. *He mentioned that if anybody has any good quality item which is no longer required, it is always worth checking with boarding to see if they can make use of it, as everything gets very well used in boarding, which means that replacements are frequently necessary.*

It was suggested that we should start a register of willing parents / staff / past pupils who have businesses or skills, which they could use or donate to assist in projects or events, e.g. Lifeguards, IT experience, building / carpentry experience. *Please let us know if you would be willing to be on such a register.* PTA link on School Website was discussed briefly. *We need somebody to help set this up for us.*

Date of Next Meetings: **Monday 15th March - 7.30pm in the Senior Library
Monday 26th April - AGM - to be arranged**

Please remember that all teachers and parents are welcome to join any meeting or event. Just come along, please don't be shy. It's a great way to meet people and to be involved in your children's school life.

Signed by:

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