

**MINUTES OF PTA MEETING
MONDAY 21ST SEPTEMBER 2015**

PRESENT

Rachel Blake (Chair)
Natalie Coen
Rachel Eaton-Jones
Jenni Flowers

Nova Jeffery
Sean Lovett
Paul Matthews
Kelly May

Tania Stone
Sally van Es
Alastair Wilson

APOLOGIES

Lynne Seager
Lydia Randall

Gayle Mazer
Sam Pengelly

Mel Watson

MINUTES OF LAST MEETING

Agreed

FINANCE UPDATE

A donation of £385 has been received from Stoodley Knowles' disbanded PTA towards play equipment. We have thanked those involved.

Bank account update - £8,800 in account, adding in £385 and ice-cream money gives approximately £9,300. £151 owing from Easy Fundraising.

Nothing waiting to come out – roughly £9,400 in total.

EASY FUNDRAISING – free money when you purchase online. Raised £656 since October (£151 last quarter). Need to plug this, leaflets to go in book bags – large number of online companies that will donate money – no additional cost for parents. It was suggested that EBay may not allow you to link to Easy Fundraising if already linked elsewhere eg Nectar – **RB to check.**

PLAY EQUIPMENT

The PTA received confirmation today from the Bursar that Trinity will contribute £2,000 towards the play equipment fund. Lydia Randall has been co-ordinating project, in consultation with Prep department. Three companies approached to bid. Playline was agreed as the preferred company to use. The plan is for an all-weather surface, in the corner of the prep field behind Oakley Hall - green astroturf with equipment which is challenging enough for all prep year groups. **Lydia to arrange installation the week after half term.** The committee agreed that £9k should be taken from the PTA bank account and £2k from the school, therefore a total of £11k including VAT. Bursar confirmed it is unlikely there is a way to claim back the VAT. The School will fund the money and charge the PTA. Discussed groundwork cost of approximately £3,000 quite expensive – REJ confirmed we can't do preparation of ground ourselves because of restrictions/quality control/ H&S for school use.

Basketball hoops – one parent asked if the money is still available for the basketball hoops, as the PTA previously approved a request of £250, which has not been spent. REJ informed the committee that the hoops will be funded from the Prep Department budget.

Be nice to have an opening event for the play equipment and suggestions raised about having a 'celebrity' opening. One PTA member has strong links with Exeter Chiefs – could get rugby players for opening, for coaching sessions (maybe sell places to senior school – discussed further later on).

50P FRIDAY

Selling ice-cream raises between £20-30 per week profit, although some parents have suggested this is unhealthy. Frubes yoghurts – can freeze and sell as healthy option. The group decided to continue selling ice-creams until at least half term. Mention healthy option in prep weekly.

2 x Year 6 pupils are now helping sell ice creams each week, so only 1 adult required to supervise change given from notes etc. Need to share out buying and supervising through use of a rota. **RB to action.**

PROPOSED FORTHCOMING EVENTS

Prep disco – kids have asked if they can have a proper DJ at this event. Dom the DJ costs £30 – need to ensure he turns up. Last year charged £3 per head including drink and sweets – PTA agreed to keep price the same, but use jugs of squash rather than bottles to avoid wastage. Parents can come for tea and cakes from 4.30pm. Kids change in school, managed by teaching staff, parents arrive from 4.30pm. Provisional date of Friday 6th November, 4pm-5pm. RB to ask Ally Healey if she will make fairy cakes to sell with teas/coffees.

Senior disco – made £190 profit last year, at Enigma. Agreed to do again – check with Lawrence Coen regarding dates/details – ask Barb Foster to organise. May need more PTA presence at event. Need to inform parents that they will need to go in and collect children at end – last time, parents sat outside waiting, not wanting to go in, which caused issues.

Christmas meal – max 75 people, £15 per head. Was great fun last year, so committee agreed to hold again this year. Kelly May has offered to help run bar. Suggested date – 4th December. Shall we do raffle? Maybe a hamper per class. Parents to bring in items. Lady's Mile offered to donate carvery meal for a family as a prize. Give ideas of themes – sport, beauty, craft etc. Put ticket box in front of each to choose which hamper you want to try and win. REJ checked if we need a licence – Small Society Lottery so not needed. Sell tickets beforehand.

Christmas Craft – tea towels or something similar that children can design, and parents can purchase as Christmas presents. Alan Webber has suggested that he might be happy to do something with kids. Might be able to use same design for tote bags, tea towels etc. **Sean Lovett to check which company nursery use.**

Suggested using laser cutter for something, such as making Christmas Decorations etc. Funded by PTA so would be excellent if we can make use of it in the future.

Other ideas

- Movie night – suggested date of 15 January – needs careful planning to avoid staffing issues experienced last time.
- Hiring Lady's Mile for swim (kindly offered by Nova Jeffrey) – but would need to be after 18.00hrs. Maybe after half term once Trinity pool shut.
- Want to do more for kids and parents together.
- Encourage senior school parents to participate.
- A Seniors' rugby training day with Exeter Chiefs player was suggested - £10 a space, maybe BBQ food afterwards. **Paul will provide more information prior to the next PTA meeting.**
- Dinner with guest speaker - rugby player. Do around 6 Nations time (6/2/15 – 19/3/15). Maybe first female ref to speak. **Paul M to come back with possible dates.**

- Funding request received from Music/Drama for lighting etc. Equipment has previously been borrowed from a parent at the BBC, but pupil has now left. PTA will take to funding meeting in January. **RB to write confirming receipt.**
- Music on a Summer Evening – on agenda for next meeting. Need to speak to Fenella Cooke and Rachel Arkell to ensure they would be happy to be involved before any further discussion – **SvE to approach.**

ANY OTHER BUSINESS

Match Funding – The PTA discussed the possibility of parents providing match funding from their businesses. Do we know of anyone else working for a business that does match funding – many people may be unaware their organisation does it.

It was asked whether the PTA committee has a voice regarding budget decisions for school generally? REJ confirmed the PTA don't get involved with budget decisions; there is the opportunity to feed views back to the school senior management team through the Parent liaison/forum – these get more involvement in development plan. Contributions from parents welcomed through the parents forum/liason meetings.

It was commented on that we don't currently have many senior school parents involved in the PTA. A suggestion was made that we speak to Year 7 parents at a Parents' Evening (next one on 15 October). Need to speak to Gerry Davis to ask permission.

Discussion took place about the absence of senior school PTA reps – Natalie Coen to raise the possibility of a rota, and having a rep for each Key Stage.

Date of next meeting – Monday 9th November at 7.30pm in White House meeting room.