

Trinity School PTA

MINUTES

Mon 13 June 2016 – Held in Oakley Hall

Attendance

Shona English (SE)
 Lisa Stroud (LS)
 Barb Foster (BF)
 Natalie Coen (NC)
 Mr Alan Webber (AW)

Role

Vice Chair
 Vice Chair
 Committee Member
 Parent
 Teacher

Agenda Item		Action
1. Apologies	Apologies were received from Ange Bingham, Claudia Mesquito, Mel Watson, Mrs Eaton-Jones, Alastair Wilson & Nicola Jameson	
2. Bidding Meeting	<p>Discussed bids received as follows:</p> <ul style="list-style-type: none"> • Nursery – 3 benches for outside use (approx. £170). Provisionally agreed but AW suggested making it a school project and that Senior dept (Ed Donaldson, Design & Technology teacher) could make the bench(s) if provided with materials. • Reception – 2 x play tents & 2 x kitchen sets, approx. £150. Agreed to 1 x play tent & 1 x kitchen set as need new equipment • Forest school – parachute cover until permanent roof in place, approx. £175. Agreed to request as all of Prep use facilities • Drama – various items, approx. £5,000. Need more information to consider request, ask for itemised breakdown of costs for next meeting. To be considered further following SLT meeting. • Multi-gym – new equipment, approx. £4,000. To be considered further following SLT meeting. • Swimming pool – also discussed potential for a larger project of putting roof on swimming pool as used by whole school and could also be used outside school hours for private hire. All agreed that could be worthwhile project but need to consider other issues (such as costs for all-year round heating of pool etc) before making a decision. <p>For future bidding process, agreed there should be mandatory attendance at the bidding meeting for those making requests. There can be a representative for requests up to £250. For amounts over £250 the requestor should attend.</p>	<p>AWto discuss with Mr Donaldson</p>

3. Minutes and matters arising from last meeting	No other matters from last meeting.	
4. Parent/teacher questionnaire	<p>LS provided overview of results from survey. 65 participants (60 parents & 5 teachers). Responses mostly positive, request for more involvement from Nursery & Senior School (hence reason for Senior project to make benches for Nursery and 6th formers to run Lucky Friday event in future).</p> <p>Will put survey results on school website (need to liaise with IT). Also mention in Prep Weekly when survey available to view and ask for suggestions on how to get more involvement from Nursery & Senior School.</p>	LS/AW/SE
5. Finance & Insurance Update	<p>LS advised that £2,750 in PTA account at the moment. AW to provide Finance update, including accounts status, at next PTA meeting. £1k due from easy fundraising.</p> <p>SE confirmed that PTA UK insurance now in place, assume payment has been processed unless we are notified otherwise.</p>	AW
6. PTA Events Planner	<p>Possible future events</p> <ul style="list-style-type: none"> • Camp night at Lady's Mile – suggested by Paul Jeffery at recent swim session. As site will be quiet we could bring our tents/caravans, enjoy the facilities and stay overnight. Might ask parents to confirm attendance to get idea of interest. Possibly charge £5 tent/£10 caravan to spend day and/or night. Need further discussion with Jeffery's to confirm that happy to proceed and will start to advertise in Prep Weekly etc. • Lucky Friday - pay 50p for prize, play game, possibly run by 6th formers. • Templar Way walk in Dartmoor - suggested by NC, also took place few years ago, family event possibly in Spring term, offer minibus from school, £5 per family, provide guide (Mark Asher?) • Swim BBQ – rearranged for Sat 17 Sept (and now in Mrs EJ's diary). Should book food, BBQ, bouncy castle prior to summer holidays. Will ask Ange to help. • Curry & Quiz night – to be arranged for Oct, ask Steve in Catering to provide curry, Mr Coen happy 	<p>NC to speak with Nova, SE to speak with Mrs EJ.</p> <p>Ange</p>

	<p>to help with quiz.</p> <ul style="list-style-type: none"> • <u> </u> • Other possible events – Xmas Fayre, Burns Night, Film Night, Hog Roast, Summer Ball 	
7. Swim Session at Lady's Mile	Agreed that very successful event, everyone had great time & raised £75 for PTA. We appreciate Lady's Mile stepping in at short notice so that kids still got to have a swim session and we could raise money for PTA at same time.	
8. Date and time of Next Meeting	Propose Fri 9 Sept at 8am (need meeting to take place prior to Swim BBQ on Sat 17 Sept). ALL PTA TO CONFIRM AVAILABILITY OR SUGGEST OTHER DATE/TIME.	ALL PTA

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Meeting closed 9.15pm