

# Frieth CEC School PTA meeting minutes



**Held:** Tuesday 26 January 2016, Grouse and Ale, Lane End

**Present:**

<b>Committee</b>	Jenni Sharp (JS)	Chair
	Lorna O'Hehir (LO'H)	Deputy
	Sarah Tedder (ST)	Secretary
	<del>Lorna Coldwell (LC)</del>	Treasurer

<b>Members present</b>	Jo Reid (JR)	Martine Saunders (MS)	Steph Pusey (SP)
Louisa Hawes (LH)	Fi Hayter (FH)	Karen Warnes (KW)	Nicola Brown (NB)
Janine Hine (JH)	Diane Hill (DH)	Lucy Forder (LF)	Emma Wharfe (EW)
Ziggy Hill (ZH)			

<b>Apologies received</b>	Leah Cabbage	Caroline Walker	Lorna Coldwell
Justine Harbinson	Kim Purdie	Emma Cotton	Charlotte Crowther
Amy Keen	Jess Richards	Leah Bryant	

## Please note

- Minutes will be circulated to all parents who have supplied email addresses to the PTA, 3 weeks before the next meeting.
- Minutes will be added to the PTA pages of the School website (this is not possible at present)
- Call for agenda items will aim to be 2 weeks before the meeting, agenda will be published 1 week before the meeting.

## Your class/parent reps are

<b>Owls</b>	<b>Sophie Chiappe</b>	<b>sophie.chiappe@googlemail.com</b>
<b>Buzzards</b>	<b>Caroline Walker</b>	<b>caroline_bouch@yahoo.co.uk</b>
<b>Kestrels</b>	<b>Anna Owen</b>	<b>annahillyer@yahoo.co.uk</b>
<b>Kites</b>	<b>Martine Saunders</b>	<b>martinesaunders@hotmail.co.uk</b>
<b>Eagles</b>	<b>Emma Horan</b>	<b>ems_horan@yahoo.co.uk</b>

At the beginning of each term, the class teacher will contact the Class Rep with information about the term ahead. The parent class reps meet each half term with Mrs Reid to discuss any points on your behalf; they will let you know in advance when a meeting is coming up.

You're rep will remind you of calendar events such as assemblies, non-uniform days etc.

You can ask your rep questions about the class/school and they will do their best to answer, or get an answer from the rep meeting or class teacher; this saves many people going into school about the same thing.

Please remember if you have any questions or issues with the class routine or upcoming events in the classroom, these can be addressed by asking the Class Rep to approach the class teacher for information. Any questions or issues about your child as an individual, it is better to contact the class teacher directly via the office.



<ul style="list-style-type: none"> <li>• <b>Christmas Lunch – fun party games</b> Children had a great time and enjoyed themselves. Feedback received is the food and organisation of Dolce was not good. Some parents have suggested going back to Parmoor, it was agreed that Parmoor was a fantastic venue but the cost to the PTA was enormous at £800.</li> <li>• <b>Tea towels - £364.80 (tbc)</b> We still have some tea towels available for purchase. Pack already received for the 2016/17 tea towel.</li> </ul>	
<p><b>5. Expenses (PLEASE READ)</b> JS opened the item stating this item is not aimed at anyone.</p> <p>Please please check with the <b>PTA committee BEFORE</b> you buy anything for an event you are organising as funds are very low.</p> <p>If you are organising an agreed event and need items, please discuss with the PTA Committee as they are likely to know what's in the shed or what is available elsewhere. Larger events will need to have a budget agreed before committing.</p> <p>We would like expenses to be kept as low as possible to secure as greater profit.</p>	<p><b>ALL</b></p>
<p><b>6. School Updates/Requests</b></p> <p>JR updated the meeting where PTA monies had been spent, what is coming up and future asks of the PTA.</p> <p><b>Where the PTA monies have been spent. £2500 this year</b></p> <ul style="list-style-type: none"> <li>• Subscription to the monthly school newspaper for school children – First News.</li> <li>• Pantomime visit to the school for KS2</li> <li>• Coding workshop</li> <li>• Voyagers education pack – pack of school resources for the whole school</li> <li>• Espresso subscription – online research tool</li> <li>• Replaced encyclopaedias in the school</li> <li>• KS1 trip to Norden Farm</li> <li>• Subscription for the water cooler – paid separately from the £2500</li> </ul> <p><b>Coming up – school need assistance in funding</b></p> <ul style="list-style-type: none"> <li>• <b>All school trips</b> – heavily subsidised by school and PTA but parents will be required to pay towards coaches.</li> <li>• <b>Upper KS2 – hazard alley trip</b>, Milton Keynes (this trip is organised every 2 years)</li> <li>• <b>KS1 to meet Nick Butterworth</b> - Ibstone School have invited KS1 to come and meet the author Nick Butterworth. Transport will be required.</li> <li>• <b>Energize – School choir.</b> Bucks schools choir concert at the Swan Theatre. Transport will be required.</li> </ul> <p>JR asked if the last £1000 all ready committed to be paid to the school to be used for school trips. <b>Vote of agreement taken – unanimous</b></p> <p>For review do we want to keep the Curriculum Enhancement payment at £3500 per annum or move to adhoc payments? This will b e carried over to the next meeting.</p> <p><b>Since the all school meeting some of the priorities have changed.</b></p> <ul style="list-style-type: none"> <li>• We urgently need a new website as the current host company has gone into liquidation and the school website has been taken down with no notice. If anyone is able to create or knows who could host the new website for the school please contact Mrs Reid. School will look at the statutory requirements for a school website. DH to send the details of the Frieth Hilly website to JR.</li> <li>• JR asked if the final £2000 from the Frieth Hilly could be used to create a new website and host IF REQUIRED. In theory yes, JR to submit costs to the PTA committee before committing.</li> </ul>	<p><b>DH</b></p> <p><b>JR</b></p>

<p><b>Suggestions for a quick injection of funds</b></p> <ul style="list-style-type: none"> <li>• Mufti day</li> <li>• In school sponsored marathon</li> <li>• Film nights</li> <li>• Donut Friday at pick up</li> <li>• Ice lolly Friday at pick up during the summer</li> </ul> <p><b><u>Queens Birthday</u></b></p> <p>All have been asked to hold a community event on <b>Sunday 12 June</b> to celebrate the Queens 90<sup>th</sup> Birthday. This would be a joint venture with the Church and Village Society. All monies raised will go to the PTA. JR to confirm this is ALL monies raised and not just monies raised by the PTA section of the event. Caveat JR will not be able to assist with organising this as she will be on the Yr5/6 France trip. Quick suggestion is to keep it simple and follow the Summer Queen format.</p> <ul style="list-style-type: none"> <li>• Cream teas</li> <li>• Pimms</li> <li>• Outside games</li> </ul> <p>Helpers required. Please email the PTA if you can help. <a href="mailto:PTA@frieth.bucks.sch.uk">PTA@frieth.bucks.sch.uk</a></p>	
<p><b>7. Frieth Hilly funds</b></p> <p>JS started the section by stating the feedback and questions were given to her by other parents and not the view of everyone.</p> <p>Monies raised from past Frieth Hilly races was used to cover the maintenance support of the old desktop I.T. Suite, any left over money was left in the PTA main account and used towards other curriculum enhancement of the school. The 2015 Hilly was advertised as raising monies solely for the IT project and this has been gratefully received by all.</p> <p>The ask from the school and others is for all monies raised by future Frieth Hilly races is NOT solely for I.T. if it continues to raise the large amounts it currently is. The reason for this request is future I.T. project payments will be considerably smaller and the school has other large curriculum enhancement projects needing support.</p> <p>DH - Frieth Hilly chair and race manager, stated companies who sponsor the Frieth Hilly races will be hard pushed to be convinced to support an event with no AIM and the Frieth Hilly committee would not support the profit from the Frieth Hilly to be used for anything other than I.T. whilst the project is still a priority. This matter needs to be discussed further and in greater detail with Jo Reid, Diane Hill, Frieth Hilly Committee and the PTA Committee before consulting the wider PTA. The I.T. project is still the early phases it was proposed but not agreed the 2016 Frieth Hilly profit was directed to complete the I.T. Project, with any "leftover" funds directed to another project and future Frieth Hilly AIMS to be discussed and agreed to event planning commencing.</p> <p>PTA to open a separate Frieth Hilly bank account and run in the same way as the 100 Club. PTA Treasurer will be responsible for the account but incoming and outgoing payments relating to the Frieth Hilly will be clear and separate. ST to organise this in LCs absence.</p>	<p><b>JR/DH/ Committees</b></p> <p><b>ST</b></p>
<p><b>8. Future PTA events</b></p> <ul style="list-style-type: none"> <li>• <b>School Disco – 11 March</b> Paying up front worked really well and we ended up with very few leftovers so am pleased and will continue with this process for future discos.</li> </ul> <p><b>Couple of polite reminders:</b></p> <ol style="list-style-type: none"> <li>1. Can you please ensure if you're not collecting your child you know who is! Letting Lorna know on the night so she knows who's supposed to be going with whom.</li> <li>2. Can you please contact Lorna before the day to discuss any issues/concerns/questions about your child attending discos so it can be sorted out before the disco.</li> </ol> <ul style="list-style-type: none"> <li>• <b>Film Night – tbc</b> The aim is to hold a film night every term.</li> <li>• <b>Easter Egg Hunt – Sunday 20 March</b></li> </ul>	

<p>Organised by Fi Hayter again this year. Please contact Fi if you can help on the day. Cakes will be required for the refreshments stall. Letter to follow.</p> <ul style="list-style-type: none"> <li>• <b>Fish and Chip quiz night</b> – Emma Wharfe is happy to looking into organising this event. DH suggested contacting the village society to avoid clashes with their quizzes. Possibly an event for APRIL</li> <li>• <b>Fawley Hill Steam and Vintage Weekend – 21 &amp; 22 May with set up on 20 May.</b> This event is held on the McAlpines estate and we have a stall with a bouncy castle and selling refreshments over the 2 days. All those interested in helping please contact Nicola Brown. <a href="http://www.fawleyhill.co.uk/">http://www.fawleyhill.co.uk/</a></li> <li>• <b>Camping weekend</b> - suggested dates 15 to 17 July. <b>Organiser required</b>; please contact ST if you are willing to organise this event. These dates clash with Traditional Boat Festival, which is not a PTA event but we are invited to offer support and assistance. <a href="http://www.tradboatfestival.com/">http://www.tradboatfestival.com/</a></li> </ul> <p>Calendar of events to follow in a separate document.</p>	
<p><b>9. Future PTA events SUGGESTIONS</b></p> <ul style="list-style-type: none"> <li>• Pamper evening</li> <li>• Mums wine and film night</li> <li>• Cocktail making evening for parents.</li> <li>• Dads shooting evening</li> <li>• In school sponsored marathon</li> </ul>	
<p><b>10. AoB</b></p> <ul style="list-style-type: none"> <li>• <b>PTA shed</b> – Please be aware there is a new padlock – there will be a signing out form to be completed when you ask the school office for access. Items in the shed have gone missing or it has been assumed as it's in the shed it's available to use. Items in the shed have been purchased for future events (hot drinks' cups etc.)/ Anything in the shed is a PTA asset and use of these items should be checked first just in case they have been purchased for a specific event. Please contact ST if you need anything as she may know what's available.</li> <li>• <b>New PTA email</b> account – letter to be issued asking parents to email the account with their consent and email. <a href="mailto:PTA@frieth.bucks.sch.uk">PTA@frieth.bucks.sch.uk</a></li> <li>• <b>PA system</b> - Hambleden Parish council have given us £500 towards a new school PA system. Thank you letter has been sent to the Parish Council.</li> <li>• <b>Loyalty scheme</b> with Celebrations in Marlow has been set up by Diane Hill if purchasing quote Frieth School and payment/goods are given to the school. Thank you Diane for organising this.</li> <li>• <b>Future PTA dates</b> – these will be set up in advance to help parents plan coming to meetings.</li> <li>• <b>Survey Monkey</b> – PTA will be issuing a survey to all parents to gain feedback about the PTA set up, events held, new events and the general view of the PTA.</li> <li>• <b>AGM</b> – this will be in <b>May</b>. All current committee members will be standing down and not standing again. New committee members will need to be found. EW volunteered to assist with recruitment.</li> </ul>	
<p><b>Date of next meeting:</b> To be confirmed via school newsletter</p> <p>Starting at <b>19:30</b>. At the <b>Grouse and Ale, Lane End</b></p>	

