

Frieth CEC School PTA meeting minutes



Held: Tuesday 3rd October 2017, School Hall

Present:

Committee	Emma Wharfe (EW)	Chair
	Laura Webb (LW)	Deputy Chair
	Sarah Tedder (ST)	Treasurer
	Lisa Martin (LM)	Secretary

Members present	Steph Pusey (SP)	Juliette Cheung (JC)	Jo Reid (JR)
Charlotte Crowther (CC)	Miss Gibbens	Sarah Hunt	Katrina Ashcroft

Apologies received	Laura Webb	Jenni Sharp	Mel Sharpe
	Lorna O’Hehir	Leah Cabbage	

Please note

- Minutes will be circulated to all parents who have supplied email addresses to the PTA, 2 weeks before the next meeting.
- Minutes will be added to the PTA pages of the School website
- 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

Owls	Courtney Brennan	courtneybrennan@btinternet.com
Buzzards	Lorna O’Hehir	thefamily@icloud.com
Kestrels	Jennifer Sharp	jennifersharp33@sky.com
Kites	Sarah Tedder	jackjackwalk@icloud.com
Eagles	Position Vacant	

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. Your 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 contacting the school about the same issue.

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.

What is Curriculum Enhancement? Curriculum Enhancement is **anything** that enhances our childrens time at Frieth CEC School.

All PTA events are organised to raise funds for **Curriculum Enhancement**; IT, library, reading books, kitchen, outside area, school trips, visitors to the school, playground equipment, playground markings, picnic benches etc. All this will enhance our childrens learning and time at the school.

Expenses

Please check with the PTA committee **BEFORE** you buy anything for an event you are organising as funds are very low. You must submit receipts if claiming, we must have a full auditable paper trail.

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.

We would like expenses to be kept as low as possible to secure as greater profit.

Agenda item	Actions
1. Welcome Emma welcomed all attendees.	
Actions from previous minutes	
2. Accounts Accounts reviewed: Balance stands at £17,756.20 Items to be deduced: - <ul style="list-style-type: none">• Disco expenses and refreshments• Extras for shed• PTA restock of refreshments• Hilly 2016 payment to school• Curriculum Enhancement payment – New Year £3500• 100 Club Payments to winners Items to be added: Moneys from Family Social 100 club account current balance - £3,005.78 This account is used as a savings account and winning numbers come from the main account. New Treasurer EW announced that following the Hilly ST will be standing down as treasurer for the PTA. Leah Cabbage is stepping back into the role on a part time basis. ST will continue to run the film nights.	
3. 100 Club draw Winning numbers are: -	
4. Previous Events – updates and evaluation Please email any feedback or event ideas to the PTA email PTA@frieth.bucks.sch.uk	

Events discussed: -

- **Summer Queen – raised £399.78** - Another lovely summer queen.
- **Family Social BBQ - raised £374.57** - Slow response to this event almost caused it to be cancelled two days before the event. An enjoyable night and well attended in the end.
- **Camping Night - £341.08** - Great night enjoyed by all. Thanks again to Charlotte Crowther's parents.
- **New PTA Shed**- We struggled to get volunteers initially but the shed was constructed and a large area of the allotment was cleared.

5. Future PTA events

- **Old PTA Shed** – the old shed needs refurbishing – needs painting, door repaired and lock replaced. (Sarah Hunt nominated her husband Will to assist)
- **Disco – 6 October** – SP organising another children's disco. Again, late responses almost saw this event cancelled.
- **Frieth Hilly – 15 October** – Hilly team have emailed all helpers with their roles for the event.
- **Film Night – 10 November** – ST arranging – further details to follow.
- **Film Night – 8 December** - ST arranging – further details to follow
- **Christmas Fayre – 25 November** – a room/'job' will be allocated to each class.
- **Christmas Dinner and party afternoon** – details TBC

2018

The PTA have suggested that from 2018 each class is nominated one event each year to run and will need to put a team together to organise it. Mrs Reid and all people present agreed that this was a good idea.

- **Disco – Spring term** – SP organising. Date to be confirmed nearer the time.
- **Music Quiz night** – Quiz being set by Katy & Bill Dunn in January. Eagles parents to help organise.
- **Easter Egg Hunt** – Kites
- **Camping night/weekend** – Kestrels – Lead -Charlotte Crowther
- **Disco – Summer Term** - SP
- **Pamper Night** – Buzzards – Lead- Juliette Cheung
- **Family Social** –Owls
- **Disco – Autumn Term – TBC – looking for volunteer to take over from SP.**
- **Frieth Hilly – 14 October 2018**
- **Christmas Fayre – 24 November**
- **Christmas Dinner – TBC**

The PTA are looking for ideas for an event for the dads – please let us know if you have any ideas.

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If you have any ideas for new events or feedback on previous events please email
PTA@Frieth.bucks.sch.uk

<p>6. School Updates/Requests</p> <ul style="list-style-type: none"> • Frieth Hilly Funds – the funds from this years Hilly will go towards the refurbishment of the School Hall, including new tables and hall equipment. A Nature Trail will be designed and commissioned as a memorial to Teal David. • Electrical works - The rewiring works will continue over half term in the hall and therefore there will be no Holiday club held. • The Playground apparatus – The equipment was assessed and has been condemned due to the main structure in the middle being broken. Further assessment is needed to ascertain the cost or repair or replacement. • Thank you – thanks from Miss Gibbens for the planks provided for the play area. • Whole School Meeting – The Whole School meeting will be held on the 1st November. • Parent’s evenings - planned for the 18th/19th October. 	
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<p>7. Any other business</p> <ul style="list-style-type: none"> • Communication between PTA and School – PTA to make teachers/school aware of events. Details are posted on the Parents Facebook page and not always passed on the school. • PTA Letters – LM to email Class Reps when PTA letters go into school for distribution. CC to arrange for a magazine rack or similar to be put at reception with spare PTA forms. • Tesco School Uniform Feedback – any feedback on the uniform should be forwarded to the office email to be passed onto the governing body. • Gardening Club – The PTA and helpers cleared the allotment area again and are keen to be involved in the reintroduction of the Gardening Club. Miss Gibbens is already speaking to a company who will help FOC but Anya Lautenbach has kindly offered to help with advise if she can. 	<p>EW</p> <p>LM/CC</p> <p>INFO</p> <p>EW/</p>
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<p>Notices/Reminders</p> <ul style="list-style-type: none"> • Match funding – some companies offer match funding. Is there anyone in the school whose company will support fund matching? Contact PTA@Frieth.bucks.sch.uk if your company supports this. • When dropping off in the mornings please don’t park outside the Pre-School this is where the bus stops and for those using the turning circle need the space. If you are dropping off a child that needs assistance to exit the car or your car only has 2 doors please park and walk the child to the gate. Please pass this on to any child-minders and grandparents who might not know. • Collecting at the end of the day please don’t block residents’ driveways and leave extra space for the minibuses to be able to turn out of the school drive. 	
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Date of next meeting: November

Frieth School Events, Autumn/Winter Term 2017

September

Friday 22nd New Parents Meeting 11.45am

October

Tuesday 3rd PTA Meeting at School 7.30pm

Friday 6th School Disco From 5pm

Monday 9th Harvest Festival, Frieth Church 9.15 am

Sunday 15th Frieth Hilly 8am -1pm

Tuesday 17th Christmas Fair Planning Meeting 7.30pm-9pm

Friday 20th Break for Half Term (3.15pm)

Monday 30th Back to School

November

Friday 10th Film Night, Lane End Church From 5pm

Friday 10th Remembrance Service at school 11am

Saturday 25th Christmas Fayre From 1pm

December

Friday 8th Film Night, Lane End Church From 5pm

Tuesday 19th End of Term 2pm finish