

Frieth CEC School PTA meeting minutes



Held: Tuesday 18 October, Grouse and Ale

Present:

Committee	Emma Wharfe (EW)	Chair
	Laura Webb (LW)	Deputy Chair
	Ellie Bowett (EB)	Treasurer
	Sarah Tedder (ST)	Secretary

Members present	Diane Hill (DH)	Jenni Sharp (JS)	Steph Pusey (SP)
Jo Reid (JR)	Lorna O'Hehir (LOH)	Catherine Cox (CC)	Mike Cox (MC)
Katrina Ashcroft (KA)			

Apologies received	Amy Keen	Ziggy Hill	Jessica Jonzen
Charlotte Crowther	Jane McLaren	Alison Goodright	Justine Harbinson

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	Jenni Sharp	jennifersharp33@sky.com
Kestrels	Heddi Oldham	gerdy_oldham@yahoo.co.uk
Kites	Sarah Tedder	jackjackwalk@icloud.com
Eagles	Emma Horan	ems_horan@yahoo.co.uk

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.

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 those who made the effort to come out.	
Actions from previous minutes	
2. Accounts Main account current balance – £7373.99 Subtract - £500 earmarked for a new PA system – donation from Hambleden Parish Council, this will be purchased shortly. Available - £ 7373.99 100 club account current balance - £2731.61 Previous winning payments have been made. Available - £2731.61	
3. 100 Club draw Winning number is September – 18 - £42 ST to send EB the winners details for payment	ST & EB
4. Previous Events – updates and evaluation Please email any feedback or event ideas to the PTA email PTA@frieth.bucks.sch.uk <ul style="list-style-type: none">• New parents lunch – wonderful attendance from new parents.• Friday in the park – new an old parents meet and greet – another relaxed event and a chance meet new parents.• Music quiz – absolutely fantastic night, huge thank you to Bill and Katy Dunn for organising. Definitely will hold this event again.• Disco – another great night, fun had by all. Prices are going up in 2017 to £185 per disco. 2017 discos have been booked. Feedback given to LOH.• Frieth Hilly results – another fantastic day even with rain it was a great atmosphere. Car parking was an experience with the rain. Second biggest year since the race started. On the day registrations were down but the positive feedback from runners on the day was overwhelming. RAISED £11,000. This has been Diane's 4th year as race director as has now decided to stand down but will shadow and mentor her replacement. Amy Keen, who lead the marketing for the Hilly is also standing down and	

<p>too will mentor her replacement. Anyone interested in either of these roles please get in touch with Emma Wharfe or Diane Hill. Huge thanks to Diane Hill for everything she's done for taking on the Frieth Hilly and she has done a truly awesome job and we will support her replacement.</p> <ul style="list-style-type: none"> • Christmas Cards – designs have been drawn by the children and order forms will be out soon. The Christmas cards has replaced the annual tea towel. 	
<p>5. Future PTA events</p> <ul style="list-style-type: none"> • Doughnut or lolly Friday – Doughnuts for the winter months and Lolly's for the summer months this will be a regular end of term event. Next one is a doughnut Friday is 21 October. • Film Night – 11 November, 20 January and 3 March – School hall is booked. Letter to be issued just after half term. • Christmas Fayre – 26 November – Helpers required for Santa grotto this is a priority. Suggestion for grotto presents – More emphasis on Christmas Market stallholders. LW to organise raffle prices and to start to make contact now. Helpers required now to assist with organising and volunteers to help on the day. JR to talk to Watlington community for stall holders as the Watlington Christmas Fair isn't taking place this year. EW knows a company who supply high quality wooden PTA approved gifts for grottos, this option will mean the entrance free to the grotto. EW would like approval to buy these gifts and put the price to £4 – vote taken and unanimous. <p>What's at the fair? External stall holders, toy and book land selling good quality second-hand goods – SP to leading on this room and has her team, secret present room where children can buy presents for their parents – LOH leading on this room and organising a team, splat-a-snowball (teachers required to staff this stall), lolly pick (teachers required to staff this stall), lucky dip, adult tombola (teachers required to staff this stall), children tombola (parent), raffle (parents), face painter, glitter tattoos, craft, grotto and Xmas Factor – Missy Davis is leading on this and has judges.</p> <ul style="list-style-type: none"> • The Lost Ball – Friday 2 December - at Parmoor –Ticket prices are £45, letter has been sent home via book bags. Budget details to be given to EW • Christmas lunch and party afternoon – volunteers required. Date to be confirmed by Dolce decide the Christmas meal will be supplied, likely to 14 December. Party afternoon to be led by the teachers rather than the PTA this year – options to be given to Mrs Reid by EW. • PTA gift to the children – all happy to purchase the usual selection box – ST to purchase. • Easter Egg hunt – last Sunday before half term. 	<p>EW</p> <p>ST</p> <p>ALL</p> <p>JR</p> <p>MD</p> <p>JR</p> <p>ST</p> <p>Info</p>
<p>If you have any ideas for new events or feedback on previous events please email PTA@Frieth.bucks.sch.uk</p>	
<p>6. School Updates/Requests</p> <ul style="list-style-type: none"> • PA system for the school – vote required to add £150 from PTA funds to the £500 given to by Hambleton Parish Council. James Brown and EW to source. • Request for £700 to pay for various school memberships – Howard to supply breakdown to EW and EB. • Request for PTA match fund the cycling proficiency training for 4 pupils as the county is unable to fund all spaces Request for £120. Vote taken at meeting – unanimous. JR to raise invoice to PTA • Curriculum enhancement payments to continue for an academic year once we know the accounts have settled after the Frieth Hilly, until then the school and PTA will continue working on an event by event basis. 	<p>EW</p> <p>Howard</p> <p>JR/EB</p> <p>Info</p>

<ul style="list-style-type: none"> • Enclosed playground – this needs to be cleared and upgraded as the tree roots in this area are making the ground uneven and unstable. Tree has been removed, the stumps will be taken out when the ground is levelled for the new surface. Mel Sharpe and the Premises Committee are gathering quotes. 	<p>Info</p>
<p>7. AoB</p> <ul style="list-style-type: none"> • Frieth Parents Facebook page – guidelines for use. This page should be used for positive matters – sharing spellings, passing on of old school items, general class queries - not for berating other parents, teachers or the ways of the school. Moderator to be set up on the page to remove such items and remove antisocial users. • PTA Shed – this needs some TLC, roof waterproofing, hole in the door needs fixing. Volunteer(s) required to take on this job. • Additional shed required - We need another shed to house the BBQ and less frequently used items like event shelters, if anyone is in the business of shed selling and can gets us discount or a shed please contact the PTA. 	<p>EW</p> <p>ALL PARENTS</p> <p>ALL PARENTS</p>
<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 those using the turning circle need the space. If you are dropping off on walking a child to the gate please park further away from the school and walk. 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. 	
<p>Date of next meeting: 15 November 2016 at the school</p>	

Summary of actions outstanding from previous meetings

TAX Free – Why are we not claiming this back if we're – EB to investigate further	EB
Notice board outside the school – split between the school and PTA, EW to source a key and keep up to date. Posters for meetings and events etc.	EW

Summary of actions from this meeting

100 Club - winners details to be set to EB for paying	ST
Family social – date tbc – Unlikely to take place this year unless someone is happy to organise at short notice. Suggestion of the Chequers in Fingest to be used and pizzas.	All parents
Quiz Night – 1 October – Katy and Bill Dunn organising – EW to make contact with the fish and chip van man.	EW
Frieth Hilly – 16 October - REQUIRED – someone to be a car park attendant!	All parents
Annual PTA Tea towel – We are going to try a Christmas card this year. Volunteer required to organise.	All parents
Film Night – 11 November, 20 January and 3 March – School hall is booked. Letter to be issued before half term.	ST
Winter Ball – 3 December - at Parmoor – sub group has been set up. MD to get back to EW with the budget for this event. Update required from event sub group.	EW/MD
Christmas lunch and party afternoon – volunteers required. Date to be confirmed by the school depending on the day Dolce decide the Christmas meal will be supplied. Party afternoon to be led by the teachers rather than the PTA this year – options to be given to Mrs Reid by EW.	EW/JR
100 Club – Steph Pusey has stepped to take over the running of the 100 Club. ST to organise a handover with SP.	ST/SP
PA system – options available have been supplied by Mrs Reid. EW to speak to James Brown to give guidance on PA system selection supplied by the school.	EW
Money Request – request for £700 from the school to pay for various school memberships etc. EW to ask for a breakdown of the request. Also the breakdown for the Curriculum Enhancement for this school year and feedback at next meeting.	EW/JR
Owls' enclosed playground – this needs to be cleared and upgraded as the tree roots in this area are making the ground uneven and unstable. Tree needs removing and the stump, artificial grass needs replacing with soft tarmac for playgrounds (plain green). EB to ask husband if he can remove the tree. PTA committee to gather quotes.	EB PTA Committee
Frieth Parents Facebook page – guidelines for use. Moderator to be set up on the page to remove such items and remove antisocial users. EW to discuss with page admin	EW
School Disco – EW to talk to Lorna regarding format and DJ	EW

Dates for your diary

2016/17 School Year

October	
1	Fish & Chip Music Quiz (2 dates provisionally booked)
7	DISCO (F)
16	Frieth Hilly (F) VOLUNTEERS NEEDED!!!
24	End of half term
November	
11	Film night (F)
26	Christmas Fayre (F&S)
December	
3	Winter Ball (S&F)
tbc	School Christmas lunch & party afternoon
tbc	Nativitytbc
20	End of term
January	
5	Back to School
20	Film night (F)
February	
March	
3	Film night (F)
April	
May	
June	
July	

Orange – PTA event F = Fundraiser S = Social event White – school event