

AGENDA

Parents Association Meeting – 21 March 2018

Attendees

Mrs Grimsey, Kerry Wiles, Claire Bignall, Sam Watson, Victoria Geenes, Jo Sharp, Catherine Henshaw, Nell Rigg, Tracey Curtis, Kay Bolton, GH

Apologies

Yvonne Walker, Louise Lucas, Lisa Cook, Elena Smith, Kerenza Floyd, Angela Forkgen,

Minutes of Last Meeting Approved

Review of events

Quiz – Despite being a little down on numbers it was a successful evening enjoyed by all. Ticket sales raised were £105/ Still awaiting values for drinks sales. Thanks to all involved.

2nd hand uniform - Raised £113.61. Thanks to Kerry Wiles & Laura Chapman.

Cookies – Raised £345.74 since January. Need to decide when to switch to Ice Cream Sales. Will possibly switch to Beechdean Ice cream this year for ease. Nat Griffiths has volunteered to help sell. **Jo Sharp to look into setting up a Signup genius for volunteers.**

Outdoor Club – no £ details however there have been a few successful events this term. Thanks to Lizzie Davies, SJ Ebdon, Emma Kenny. Coming up - Glow Worm tour on Friday 15th June.

Bag2School – Lots of bags collected this time so thanks to all who donated. No £ details yet. Discussion regarding trying out alternative collection over the summer term run by Parker Lane Group. Would allow for a constant collection of clothes. **Sam to contact the company for details.** Can still run Bag2School periodically as feel there is sufficient for both schemes.

Easyfundraising - £84.53 this quarter

Coop - £500.73 so far.

Theatre tickets - £695 raised by the Lion King Sales. Thanks to Vicky Scoble. Sara O'Connor has also organised buses to go to the theatre. 70 seats sold so far. If 20 more sold can get 2 x 49 seat buses.

Events coming up

Disco – 23rd March – No volunteers needed. 206 tickets sold. Lots of sweets, hairspray, facepaints etc bought in preparation! Mrs Grimsey has requested volunteers do regular checks of the toilets during the disco as children were throwing things down them last time.

Circus – 28th April – 413 tickets sold so far.

Toilets - Kids & foyer toilets will be available for use during the disco. Mrs Grimsey has requested a volunteer is placed to stop people going into the KS2 area. Circus organisers will book portaloos (possibly just urinals). As per disco – regular checks to ensure nothing is being thrown down them by kids!

Claire Bignall's business will donate inflatables for the event: Bungee run (2 kids at a time), mega slide (14 kids), bouncy castle (23 kids), toddler inflatable play zone. Wristbands are available £10 for 4yrs and over for unlimited use of the inflatables. Will be £12 on the day / £3 per use. Toddler zone will be free. Volunteers needed to man the inflatables – training will be provided.

Sam & Victoria have picked up some circus themed bits from the Scandi Shack to sell at the circus.

Food – BBQ team to consider presale tickets for the BBQ – (Kerry to discuss with Anthony who is making the burgers!) Requesting donations of sauces. Buns have been donated by Sharon Barraclough.

Possibly use Signup Genius to get volunteers – **Kay Bolton to discuss with Susi & Sharon.**

Parking – usual field not available. Field available is past the school in Lacey Green This will be well sign posted. **Kay Bolton to arrange a suitable thank you for the farmer.**

Jo to look into option of contacting all ticket purchasers to let them know about wristbands etc as some are external to the school

Christmas Fair – Claire Bignall sorting Secret Room. Request to approve £1000 for Claire to spend. **Agreed.**

Lynette Gogay is happy to do Christmas fair as long as she has assistance. **Victoria Geenes to investigate options.**

Request Mufti day in October to get bottles for the bottle tombola – **Agreed by Mrs Grimsey.**

Camp night – PA still need to check 7th July clashing with other events but will fix on that date for now. **Kay to organise and investigate options for food in the evening & breakfast.**

Next year's big fundraiser – Sam Watson & Victoria Geenes have been looking into local venues for a ball. All agreed that using a venue would be preferable to a marquee at school due to the reduction in organising required.

RAF Officers Mess - not an option due to Charity Commission rules.

HW Cricket Club – Reasonably price & everything included. Max occupancy is 80 – last ball was 170 so may be too small.

Crown Plaza, Marlow – bigger but more expensive & further away.

Other options being explored - Kings Arms, Stokenchurch, Missenden Abbey, Adams Park, Local Golf Clubs, Bradenham Manor (Possible contact Jo Dobbs), Wycombe Abbey School / RGS Queens Hall, Wycombe Swan

Sam & Victoria to continue investigating

Learning Mentor room

Mr Bundock to give it a good clean over the holiday. Still needing a plasterer.

A lot of other items have been offered including carpet tiles (Victoria needs to check if there are enough to cover the space)

Victoria Geenes to advertise for a plasterer – Facebook, wider community.

Curtains

For the same price as the original quote of £3500 (hall curtains & Mrs Bottomley's class). The new company can do all curtains Mrs Grimsey wants done through the school. This includes blinds for some classrooms which are required to enable a full lockdown & to block out sunlight.

Agreed – Victoria to follow up

Kitchen & Cookery Lessons

New kitchen floor is now complete.

Paperwork going through for teacher. This now needs to go through the academy but Mrs Grimsey confident these won't be an issue.

Equipment all purchased & being moved into the kitchen.

Each pair of children will have a box of equipment for their lessons.

Cookers – No update yet. The school are setting up an account with Consortium. Need timing update from V Davies.

Aprons - There are aprons in the kitchen that can be used however discussion as to what is permitted in a school kitchen setting due to hygiene reasons. May need to ask children to bring their own aprons. Hoping to start Yr 6 lessons after SATs.

Jamie Oliver programme has been signed up to so have access to resources.

Council course was attended by Cathy Henshaw and was successful this has earned £300 for school.

£200 amazon voucher has been used to buy tabletop hobs.

Outdoor space

Spending ball money.

This has been discussed in staff meeting and they have concluded that as the astro turf area is not being used as much as should be it would be nice to have benches on it in a shady area. Would need some fencing to stop kids running through it though.

Confusion with whether request was for gardening club or for larger use of all school – ideally would like something to benefit the whole school.

Funding required for fence around astro turf (tall picket fence) – possibly ask parents to install. Will need a decision on what benches the school would like. Kay to send images of options to Mrs Grimsey to share with the staff.

Staff have also requested clipboards – believe there are some in the PA cupboard – Committee to check.

Maintenance of Hogan's hideaway. Kay to get a quote from Alex Stallwood to do the trees. Possibly run a TLC day 21st/22nd April. Request donations of chicken wire or look into other options to reduce slipperiness of path. (Tracey Curtis to investigate) (Date now set for 5th/6th May for TLC Day)

Grass area in entrance - Agreed that astro turf would be the best option. Can brighten up with plants in pots. Victoria / Kay to get quote for astro turf.

Fitness trail – Sam Watson has suggested 'Get Fit for the Fitness Trail'. Will do this as the summer term fundraiser instead of an external charity. Kay to speak to Julia to establish who installed it (approx. 10yrs ago).

Victoria Geenes to speak to Liz Patient about who did Windmills Park & to Rachel Griffiths about applying for a Tesco grant.

Books / Library

£800 available in Booko club. £155 spent with Book People so far.

Booko money to pay for Reading Adventure. This has been a success with year 2. To go to Yr 1 after Easter. Will try and run ourselves next year.

GDPR

Jo updated on situation regarding new Data Protection Laws. Will need to get re-confirmation from all parents as to whether they wish to be on Mailing lists. May also need to look into the situation regarding photos / dvds etc (should be an Opt-In System rather than Opt-Out)

Online / Offline Payment Charges

Changes to the regulations regarding booking fees. GH looking into this for future events. **GH to discuss with PTA-Events.**

Class Pots

Committee raised the possibility of a SEN Pot. In previous years there was a Pot of money for SEN however this was when there were class pots. Mrs Grimsey to run idea past teachers. Possibly label it as a pot of money for individual needs.

Parent's / School Council Wish list

To foster greater parent involvement it was suggested that we put out a plea for ideas where money can be spent. Big things for whole school or for small groups. No stupid suggestions.

Yr 6 Leavers – no update from the Year 6 parents on gift to the Year 6s

AOB

Lockable PA Cash Box - GH requested a lockable box for PA money to be posted into. Agreed. **GH to investigate & purchase.**

White boards

One has broken. One is on the way out.

V Davies & Mrs Rodbourne to investigate whiteboards.

Mrs G – Newer style white board - £1599 + delivery & installation. (around £2000). Look into price for 2 to establish if savings can be made.

School cannot pay for them themselves. May need to come from school pots.

Would appreciate support from school to explain why PA are paying & not the school.

Possible grants & fundraising - Rachel looking in grants available.

Estate agent advertising

Local firm has offered to put the School Summer Event on advertising boards through the village. As we don't have a major summer fete this year this will not be required.

Pavillion – See update at end of minutes.

Sam Watson suggested that we gift some circus ticket to Clem as a thank you. **Agreed.**

Also offer to Guam @ Grymsdyke Farm.

Thanks Yous - Kay Bolton - Chasing up thank yous for external people as these have recently not been happening. Suggested we run a competition to get a thank you card design created.

Committee vacancies

The committee is losing 3 of its members (SW - Chair, VG – Vice Chair & GH – Treasurer) at the end of the year and so we will need new members in order for the PA to continue to run.

Gill & Victoria happy to hang on to help out but not in current roles.

PA cannot continue without these positions filled and so large fundraising opportunities will be lost.

Mrs Grimsey will put out a plea in the end of term newsletter. PA to send out a Mailchimp and to use Facebook to provide awareness to parents.

K Bolton to ask Simon if he will produce a flyer that can go home to every parent.

Academy Assembly - School is going to have an opening ceremony for becoming an academy on 27th April. Mrs Grimsey would like to invite PA Committee and regular volunteers as a thank you.

She will also need tea & cake served. Suggested that Yr 6 could possibly do that.

Mathletics - K Bolton – Mathletics logins have now expired. The children really enjoyed using this program and so V Geenes to chat with Mrs Freeman about using it going forward.

Aprons - Thanks to Brenda Ebdon for making aprons for KS2 out of old shirts. She has requested donations of more shirts.

Easter Eggs - V Geenes- Spent £160 on Easter Eggs (over £100 originally agreed). This was approved.

First Aid Course - C Bignall – Does the school run a First Aid course – possibly run through outdoor club.
Claire Bignall to speak to Lizzie Davies.

Mobile Phones in school - Mrs Grimsey needs to discuss with safeguarding – PA to possibly buy lockers if needed.

Next meeting May 14th 2018

Update on the Music Room Project from Clem Blakemore

£15,769 available in the PA account for Phase 2;

| | |
|---|-------------------|
| Lacey Green Productions - left over from electrical works | £230.00 |
| PA seed funds | £2,000.00 |
| Crowdfunder | £6,190.00 |
| Donation from Cicely Goulder / Levy | £190.00 |
| Speen Festival Donation | £2,180.00 |
| Christmas Fayre | £4,479.00 |
| Beechwood Trust | £500.00 |
| | |
| Total | £15,769.00 |

– Awaiting possible donations from a friend of a parent and the Trustees of the Church. Unfortunately we weren't successfully with the Speen Shop Charity Committee, as they typically support Speen things.

– Depending on how much is made at the Circus we're nearly at the £20,555 that the contractors Timber Workshop quoted for the main construction work this time last year.

– Possibly £4,111 VAT on top of this amount can be claimed back.

– We should therefore get this chunk of work done over the summer break with the funds we have, and then follow up with the electrical work and final interior finished etc later in the autumn, subject to success with the grants we're applying for. This will mean the structure is covered before next winter, and that the louder / most disruptive work is wrapped up before term starts.

– If we get some of the materials donated, obviously the amount we need to pay Timber Workshop would reduce and allow us to complete more work at the same time.

– I had a meeting with Timber Workshop last week, and they are available at the end of the summer (August / September), so the plan would be to line them up for these dates, and sign the building contract in early July.