

CALOW CHURCH OF ENGLAND (VC) PRIMARY SCHOOL
Parents, Teachers and Friends Association (PTFA)
Minutes of Meeting
Wednesday 16th May 2018

Present: Sam Sherlock	Miss B Franklin	Laura Heath
Mr D Sumner	Miss S Russ	Heather Cagnasso
Mrs J Oldale	Miss Savage	Allie Harding
Mr J Kernaghan	Miss Lawson	
Mrs E McDonald	Jennie Nightingale-Newton	

1. Welcome and introductions

Sam welcomed everyone to today's meeting and introductions were given around the table.

2. Apologies for absence

Apologies for absence were received from Mrs C Winter.

3. Minutes of the previous meeting and matters arising

The minutes of the previous meeting were approved as a true and accurate record.

Disco equipment

Heather Cagnasso confirmed the cabling required for the disco equipment has been replaced and is in full working order.

Calendars

Since the last meeting it was agreed that due to advertising being free on social media etc, the cost for advertising in the school calendar should be reduced to £10.00.

4. Treasurers report

Easter disco

A net income of £539.00 was raised compared to £483.00 last Easter. The door numbers were the same as last year. The raffle and tuck shop were again popular with KS2 pupils.

Calendar

Current funds to date are £136.50.

Easy Fundraising

Since September Easy Fundraising has raised £103.92. Mr Sumner agreed to add information on this to the school newsletter, which is due out soon. Heather agreed to forward the link to Mr Sumner for inclusion.

The group was also reminded about "Easy Search", whereby searching for this and highlighting Calow Primary, the school can receive 1p per search. It was suggested everyone makes this their homepage/search engine.

To date funds show a balance of £2,285.71
Balance b/f £4,674.05
Total Balance £6,959.76
Less £276.85 benefits given to pupils since 1 September 2017
Less £220.14 funds held in stock
Total balance of £6,462.77

£2,350 .00 to be retained in the bank for upcoming events. This leaves a balance of £4,112.00 for the school should they require it.

5. Project funding

Mr Sumner has three projects he would like to proceed with and wished to discuss part-funding through PTFA monies. He felt the projects were sustainable, high impact and things that would stay with the children.

Project 1 - presented by Miss Russ

Improvement of the outside space / EYFS learning provision which would include a large sandpit in a shed. There would also be a water section with drain pipes, etc, a role-play house and a mathematical shed. It was also suggested obtaining a bike shed, but it was felt this was something to be added in the future. The items being suggested would not be fixed to the ground and would therefore be movable as Mr Sumner would also like to get the ground resurfaced.

The total cost with the bike shed would be £2,198.00, less the bike shed at £399.00.

The school are also putting in a National Lottery funding application, which has a ceiling of £10,000 to look at resurfacing the area which would cost in the region of £8,500.

Project 2 – presented by Mrs Oldale

In 2011 the school had welcomed the Manaia troop into school. It was agreed for them to return for two days at a cost £2,100 and that the cost could be shared between school and PTFA.

Project 3 – Presented by Mr Sumner

Mr Sumner suggested funding an all weather jogging path to run from the top steps at top pen, past the pirate ship, running along the edge of the field, past the butterfly house to the outdoor classroom. This would give all weather access to schools outside space and could also be used for The Daily Mile – an initiative to improve the health and wellbeing of our children. Mr Sumner had looked into Chesterfield Premier Sports funding for this with a contribution of £3,000 from the PTFA. The total cost of the track would be £14, 923, although Mr Sumner was awaiting a second quote for this.

The committee were in agreement with all three proposals and Heather agreed to make the money required available to the school.

6. GDPR

The committee discussed the new GDPR regulations and what this meant for the PTFA.

In relation to the school calendars it was agreed that names would not be added to the children's photographs, but a label added after printing.

When sending letters out to parents for permissions eg calendar letters, implied consent for non-sensitive data was acceptable.

The Facebook page was also discussed but this is only used for promotion of events.

7. School calendar

Letters have gone out and some orders have been received. There are still a few days before the deadline.

Laura agreed to approach Elliotts for ask if they would like to advertise in the calendar. Allie to contact Marie Oakley regarding advertising Spire Juniors football club.

It was confirmed that business cards should be the usual business card size and landscape. School dates which are known will be added to the calendar.

8. Future events

Bingo night

Mr Sumner agreed to be bingo caller. Date agreed of Monday 18th June, doors open at 5.30pm for a 6.00p start. Mrs Oldale has a bingo machine that can be used.

Summer fair

Sub committee meeting to be arranged to discuss specific details.

Ex pupils from the class of 1948 (circa) would open the fair and would receive a tour of the school and be treated as VIPs.

Heather Cagnasso is not available on the day of the fair and Jennie Nightingale-Newton agreed to take on the role of Treasurer for the event.

The school would like to run a healthy eating/vegetable stall.

Parents and former pupils will be approached to help out on the day.

Sam to provide a stall list for staff to volunteer.

Wet sponge / stocks - Mr Sumner agreed to one hour in stocks and for wet sponges to be thrown. Sam to look at borrowing stocks from Ashgate Hospice.

Top shop at Calow to provide refreshments again.

Sam has approached the fire service who have agreed to attend and bring an engine, providing there are no callouts on the day.

Summer disco

The summer disco will be held on Thursday 19th July.
Sam will not be available on the day.

Times confirmed as previously
4.30pm – 5.45 for KS1 children
6.00pm – 7.30pm for KS2 children
7.30 – 8.00 for year 6 leavers

Year 6 leavers' party/gifts

Food – staff confirmed that last year parents helped out with food for the year 6 leavers and agreed to put a request out to parents again this year.

There are 22 students in year 6. The group discussed hoodies rather than t-shirts as previous years. It was agreed this should be navy blue and have the school logo on the front and class of 2018. First names only of the children to be added to the back. Sam to progress.

9. Correspondence

Correspondence received was from businesses being approached for raffle prizes.

10. Any other business

There was no other business to discuss.

11. Date and time of next meeting

The next meeting will be the AGM to be held on Thursday 27th September 2018 at 6.30pm.

Disclaimer

These minutes are believed to be accurate. However, they remain subject to amendment until formal ratification occurs by PTFA members at the next meeting (date to be agreed).