

EDGBARROW SCHOOL PTA
Minutes of PTA Meeting
Held on 19th January 2016 at 7 pm

		ACTION
1.	<p>Present: Reaoot Philpot, Sandy Kent, Louise Fletcher, David Bibby, Julia Smith, Steve Smith, Claire Fletcher, Malcolm May, Anny Warren, Jo Goddard, Angela Perry, Nikki Mears, Debbie Lester, Andy Lester, Liliana Castle, Guy-Paul Mitchell-Dwelly.</p> <p>By invitation: Michael Truckle.</p> <p>Apologies for absence: Elena Jauregui-Silva, Hana Bruins, Debbie Breare, Nicky Simmonds, Yvonne Bird.</p>	
2.	<p>Michael Truckle <u>Request</u></p>	
	<p>Michael Truckle, Deputy Head Boy, presented to the PTA his request for funding to build a bike shed for the Sixth Form. His request was supported by both Mr Evens and Mr Elsey. *Attached a detailed 'Request for Funding' form. Michael will also investigate other funding avenues as a way of lowering the amount the PTA actually give in the end. The full amount was granted up to £1,200 approved unanimously by the PTA. Reaoot thanked Michael for his presentation.</p>	
3.	<p>Chairperson's Past Events Update</p>	
	<p>Reaoot gave an outline of past events and the amount of money that was made at each one:</p> <ul style="list-style-type: none"> • Christmas Shopping evening over £3,800 A feedback meeting took place in December, and as a result we produced a 'step by step' guide for the event. • Santa's Roundtable Collection- £170 • Refreshment at school production of Grease over £200 BIG thank you to the refreshment team: Julia, Anny, Yvonne, Sandy, Hana, Elena, Sue and Michelle, our popcorn team – Jo, David and Beth. Thank you also to Debbie and Andrew for the loan of the sweet cart. • 28 December Reading FC promotion £104 	
4.	<p>Treasurer's Report</p>	
	<p>Julia advised the PTA that all Sponsored Walk money is in and the Gift Aid is being done. Just Giving has come in just under £4,000. The total raised by the PTA to date this year is in excess of £17,000 of which £6,500 has been allocated to the school to date. It was suggested that the school will advertise to parents the possibility of paying by Direct Debit for Just Giving, another advertising push needed for Easyfundraising maybe create a step-by-step leaflet to circulate to parents, Louise to discuss with Mrs Stockwell.</p>	LF
5.	<p>School Report</p>	
	<p>Louise updated the PTA with various events that have taken place at school.</p> <ul style="list-style-type: none"> • Year 7/8 – Author Dan Freedman came to the school to visit • Year 13 – Drive Stay Alive • 6th Form had their Open Evening 19/11/15 and there were more applications than ever • Year 8 – Sexual Health • Christmas Fayre • School Production of Grease – A huge success and great fun had by everyone involved! 	

	<ul style="list-style-type: none"> • Year 10 – Sexual Health • Year 7 – Drug Workshops • Year 11 – Sexual Health <p><u>Funding request:</u> Mrs A Mackenzie – Dodds upgrade storage for science department - £963.98</p> <p>**Please see attached 'Request for Funding' form.</p> <p>The PTA unanimously approved this request.</p> <p><u>Funding request:</u> Mr A Weir- Provision of seating for the Year 7 outdoor area a maximum of £1,000 was requested.</p> <p>***Please see attached 'Request for Funding' form.</p> <p>The PTA unanimously approved this request.</p> <p><u>Funding request:</u> (carried forward from previous meeting, 21st October 2015) PE Department request additional funds. David explained the need & importance of an additional £1,000 for the rest of this school year for minibus hire due to increased sporting fixtures. Nikki will discuss this subject at the next Governors Finance meeting in order to find a long term solution. Guy is also keen to help find a long term solution for the PE Department.</p> <p>****Please see attached 'Request for Funding' form.</p> <p>The PTA unanimously approved this request.</p> <p>Louise informed the PTA that the catering for the Careers Evening taking place on Thursday 3rd March, 2016 has been reduced to £300. This event is catered by Cucina.</p> <p>Reaoot thanked both Louise and David.</p>	
6.	<p>Minutes of the previous meeting</p> <p>The minutes of the meeting that took place on 21st October 2015 were approved. No outstanding actions.</p>	

7.	<p>Possible Future Events</p> <ul style="list-style-type: none"> • Approved by the school: Year 7 School Disco to be organised – Date to be given by school before Easter Holiday • Approved by the school: PTA to support an End of year raffle for Year 11, 12&13 • Approved by the school: 2nd Hand Uniform Sale Opportunities. <ul style="list-style-type: none"> Year 9 Parents Evening – 21/01/16 too short notice, but Reaoot will check Year 7 Parents Evening – 25/02/16 Year 8 Parents Evening – 14/04/16 Year 6 Visit to School from - 14/07/16 – 19:00-20:15 • Awaiting approval: PTA to sell refreshments for children at parents evening – Louise will discuss with Mr Elsey • Awaiting approval: PTA Non-School Uniform Day to raise funds for the PTA. 	LF&RP
8.	<p>Operation Wallacea Trip</p> <p>Reaoot, is keen to establish an agreed system to help the children raising money for school trips such as this trip, as a way of supporting both the school and students. 50% discount for stall hire will be given to children at the school annual Christmas Shopping Evening, this was discussed and agreed at our Christmas Feedback meeting. Any fundraising ideas will need to be initiated by the children / parents whilst the PTA would be happy to help facilitate it where possible.</p>	LF

	<p>Mr Newbould was not aware some of the parents are unhappy about the financial situation. This may be too late for this year but we would like to look at the long term solution for the PTA to support fundraising initiatives, the responsibility for initiating fundraising will remain on children and parents involved.</p> <p>Suggestion of car wash was raised. Louise will liaise with Mr Newbould.</p>	
9.	Licences; TEN & Small Society Lottery (signatories)	
	<p>Reaoot informed the PTA that all licenses are up to date. Small Society Lottery Licence will need to be renewed annually whilst TEN is a licence which we will need to apply for each individual event meeting the criteria. We need to elect members to act as signatories for our licence for the future. Applying for licences is the responsibility of the Chair of the PTA. A Small Society Lottery Licence return form which will need to be completed and returned to Bracknell Council after each draw, within 3 months of each draw date, this form is to be completed by the treasurer and signed by two of the three elected members: Chair, Vice Chair and Secretary. This was discussed and agreed at the meeting.</p>	RP JS.
10.	Uniforms	
	<p>As the overall performance of SWI, the School uniform company, was unusually poor at the beginning of this year, the PTA researched two other options however as this proved to be more costly for parents it was decided that the PTA will not have a knee jerk reaction but will monitor how SWI performs in the coming months. Parents have had a letter from the school apologising on behalf of the SWI.</p>	
11.	Any Other Business	
	<p>Dates of upcoming events;</p> <ul style="list-style-type: none"> - Quiz Night – 05/02/16 - There will be a raffle and soft drinks & Water for sale - Football – 13/02/16 – School Comms to be sent out reminding date - Career Fayre – 03/03/16 - Painting & Decorating Day – 05/03/16 - Year 7 School Disco <p>Reaoot will be attending School Council meeting Friday 29th Jan.</p> <p>A request was made by Sandy regarding whether it would be acceptable that stall holders taking part in the Crowthorne carnival would be allowed to park on the Edgbarrow grounds (parking lot). Louise will discuss this with Mr Elsey.</p> <p>Guy mentioned the directional signs that have gone missing. He said he would be willing to once again create the signs but would prefer to keep them in his garage for use at future events.</p>	LF
12.	Date of Next Meeting	
	TBC	RP LF