

Minutes – Cleves PTA AGM

21st September 2016

Attendees:

Dru Bryan (DB) Chair	Chris Hodges (CH) Headmaster	Rachel Foley (RF) Voting Member	Helen Bradley (HB) Voting Member
Donna Henderson (DH) Vice Chair	Kellie Scott (KS) Class Rep Co – ordinator.Secretary.	Liz Van Ments LVM) Voting Member	Sam Willoughby Voting Member
Bobby Foley (BF) Treasurer	Louise Keirs (LK) Voting Member	Emma Furlong Voting Member	Simon Matthews (SM) Voting Member
Sarah Cooper Voting Member	Ipek Tok Baard Voting Member	David Glauber	Martin Johnson (MJ)
Jess Moody	Sarah Barter	Mariann Grolmusz	Marianne Baxter
Susana Fernandes	Caroline Slade (CS)	Atakan Oksuzofilu	

Apologies:

Kelsey Offord (KO)

Claire Clough

Previous year's minutes and matters arising from:

No matters/actions arising or outstanding.

Chairperson's Report:

DB summarised purchases that the PTA had made during the last academic year. Key message was that the aim of the PTA committee is to involve more parents so there are more people doing less and achieving more.

Treasurer's Report:

BF reported that the PTA raised a total of £34,567 during the academic year 2015/16. Looking back through previous records this makes it one of the most successful years ever.

The Summer Ball made a large contribution (£8200) towards this total during what was a very busy PTA year.

The Fireworks profit was down by approximately £5000 on previous years due to the poor weather but still made £9000. The hope is to be able to increase the profit this year.

Total spend was £17,500 and included £4000 for a traversing wall, £6,500 for lockers and £2500 for musical instruments such as glockenspiels and xylophones.

£15000 has been held in reserve for the outdoor learning centre which leaves £37,500 in the bank £10,000 of which is held as reserve for this year's events.

This leaves £12,300 available to spend at this time.

CH thanked the PTA on behalf of the staff, parents and children for all of their hard work and added that they have provided plenty of cash to be invested in the school as well as many memorable events for children and adults alike.

Election of Committee and Voting members:

Voting members:

13 required and agreed on as: Four members of the Committee plus 9 others as below.

Committee: Dru Bryan, Kellie Scott, Donna Henderson , Bobby Foley

Voting Members: Helen Bradley, Rachel Foley, Liz van Ments, Sam Willoughby, Louise Keirs, Emma Furlong, Simon Matthews, Sarah Cooper, Ipek Tok Beard,

Chair: Dru Bryan proposed by BF, seconded by LK. Agreed by all present. No other nominations/volunteers.

Vice Chair: Donna Henderson proposed by BF, seconded by DB. Agreed by all present. No other nominations/volunteers.

Treasurer: Bobby Foley proposed by DB and seconded by DH. Agreed by all present. No other nominations but an offer of assistance from HB which was gratefully accepted.

Secretary: Kelli Scott proposed by BF and seconded by DB .Agreed by all present .No other nominations/volunteers.

DB explained that several of the Committee are leaving Cleves at the end of the academic year so there are plenty of opportunities to shadow roles and at events if anyone is interested.

Bank Mandate Amendments:

BF explained that 2 signatories are required for the PTA bank account for any purchases over £250. Current signatories are BF ,DH and KO who has stood down as Secretary this year.BF requests that KS is now added to provide some resilience. Agreed by all present.

Update on current projects:

CH: work started on the traversing climbing wall (situated at the rear of the sports hall) during the summer holidays but due to contractual issues work has been stalled but should now be completed during the week commencing 26Th September. The wall will have 3 levels of difficulty that will be colour coded.

The outdoor learning centre (a pond and outdoor classroom in the corner of the field at the J/W Ashley Road and Oatlands Chase) is being progressed but there has been a query raised around whether planning permission is required or not. Hopefully this will be resolved very soon and then work can commence.

Funding Decisions:

CH put the following projects to the meeting to be considered for funding:

1. **Library Books** – the school shortly hopes to circulate recommended reading lists for each year group which will create the need for multiple copies of certain books. Also the

children will soon be asked to recommend reads which will also mean more books need to be purchased.

Amount requested £1,000. Approved as per PTA regs.

2. **Redesign the main playground** – the new multi-use playground which is currently under construction will be used for football. The old playground is looking very tired and would benefit from some new line markings. These line markings would be thermos plastic, not painted and the children from the school council will be consulted regarding what line markings would be of most use. Other ideas include a decked area and some shade sails.

Amounts required:

Line Markings £4,000. Approved as per PTA regs.

Shade sails £8000

Decking £6000+

Further details/costings to be obtained for decking and shade sails for future meetings.

3. **Lockers for Year 6** – both years 4 and 5 now have lockers so having enjoyed using a locker in year 5 the current year 6 are now back to pegs. Lockers keep belongings safe and communal areas much tidier.

Amount requested: **£3,254. Approved as per PTA regs.**

4. **Cricket roll out plastic pitch** - as the originally planned project with Surrey County Cricket is no longer happening this would be a viable alternative.

Amount requested: £2750. No vote taken at this time, to be put forward for future discussion.

AOB:

LVM questioned the Calendar date for Fete in the Field stating that it had previously been discussed to hold it on a Friday rather than midweek.

Action: **DB** to look into and **KS** to add to the agenda for next meeting.

MJ suggested the idea of a Dad and kids camping weekend for year 3 pupils as held at Oatlands and other local infant schools.

Action: **DB** to run past other local schools and **KS** to add to agenda for next meeting.

DB raised the idea of providing a second hand uniform service and selling items at PTA events as has been done previously. It was agreed that this would be a good service for the PTA to provide and one worth pursuing the main issue being the storage of the clothing.

Action: **DB** to further research .**KS** to add to the agenda for next meeting.

LK asked that the next bags 2 school dates 01/11/16 and 24/02/17 are added to the school website calendar.

Action: **DB** to contact school office and request. Action completed 22/09/16.

SM provided a fireworks update stating that the current building work means that the plans and numbers allowed need to be reassessed. There will be a big online sales push and as 5th Nov falls on a Saturday this year tickets are likely to sell out so there will probably not be any available to purchase on the evening. There will be external catering only this year as the dining hall will be out of action and the profit made previously by doing it ourselves was minimal. There will also be a bar. Band already booked.

On Saturday 22nd October the fencing will be put up around the field and volunteers are sought for this.

CS stated that through her employer Barclays she could arrange to match fund PTA profits for events up to a maximum of £1000 in 2017. Any other parents whose employers run similar schemes are asked to contact the PTA.

Meeting closed at 8.45pm.

Date of next meeting - Wednesday 9th November @ 7.30pm in Year 6 Block.