

## Minutes of the LPGS PTA Meeting 19 April 2016, 7.30pm in the School Hall

### Present:

Anne Hudson (Head Teacher)	James Fisher (Deputy Head)
Christine Stephen (Chair)	Lucy Gregory
Rebecca Day (Governor)	
Sarah Burgess (Treasurer)	Inge Lake
Jennie Goodall (Business Manager)	Julie Sutton
Lynda Smithson (Secretary)	
Frances Sproule	Inku Patel
Elizabeth Beroud	Leslie Ann Phillips

The meeting was chaired by Christine Stephen

		action
<b>1</b>	<b>Welcome and introductions</b> Christine welcomed everyone to the meeting. Attendees briefly introduced themselves.	
<b>2</b>	<b>Apologies</b> Lawrence Lusanie (Vice Chair); Rohoni Rathour, Tina Cook	
<b>3</b>	<b>Minutes of the last meeting/ matters arising</b> • The minutes of the last meeting were approved	
<b>4</b>	<b>Financial Update</b> • Details of spending and income were circulated. The accounts show there is approximately £14,000 credit in PTA account	
<b>5</b>	<b>School wish list</b> • EB reported back on the results of the Parental Survey. This invited parents to vote/ rank the 10 bids received from various departments in order of priority. • There were 288 responses which was a good sample; 16 comments were made: o Some parents suggested that they preferred PTA funds being used to support a greater number of smaller projects and therefore a larger number of departments could be supported, rather than one larger project • survey results placed the bids in this order of preference: 1. replace 12 cookers (Food Tech) 2. 31 tablets (History) 3. improve sound system in Main Hall 4. 2 ipads (Learning Support) 5. Trampoline (PE) 6. Trimmers/ printer ink (Textile) 7. Books (Carnegie project) 8. Ipod/ ipod speakers (Dance) 9. Swivel chairs (Humanities) 10. Screen stand/ cameras/ tripod (Media and Film) • there were a few offers of 'help'. The exact nature of these need to be confirmed as we are unsure whether this is a donation in full, part funding, discount,...: o screen stand and tripod (Media Dept): Tony Hudson o swivel chairs (Humanities Dept): Tony Hudson o printer ink (Textile Dept): Sarah Efstathiou • since the survey, School funds are purchasing the following, so these can be removed from the list: o ipads (voted no 4) o ipods/ ipod speakers (voted no 8)	<b>JG</b> to contact those who had offered help to find out exactly what was being offered  Miss Bush (Pe Department) to be contacted re: storage for trampoline

	<ul style="list-style-type: none"> <li>○ AH reported that also the cookers (voted no1) would be replaced on a rolling programme which would begin in the summer term</li> <li>• There has also been a revised quote for the sound system in the Main Hall. This has placed the cost between £18-24K (an increase of £6-12K). There is a further quote due. Work on this project will be started in the summer holidays</li> <li>• There was also discussion regarding the trampoline. This was voted 5<sup>th</sup> most popular. It was agreed that there needs to be some discussion regarding storage as at present there is nowhere suitable. Further information needs to be sought from the PE Department.</li> <li>• Bearing in mind the above, the committee approved the purchase of: <ul style="list-style-type: none"> <li>○ £2780: 31 tablets (History)- (nb These can be purchased Through Amazon bringing back a % return to the school)</li> <li>○ £140: Trimmer (Textiles)</li> <li>○ £250: books for Carnegie project</li> <li>○ £11,000: sound system (Main Hall)</li> </ul> </li> <li>Total spend: £14 170</li> <li>• CS is keen to respond to staff/ departments about their bids as soon as possible. It is hoped the items approved will be purchased immediately such that they will be delivered in use this term.</li> </ul>	
6	<p><b>Help needed</b></p> <ul style="list-style-type: none"> <li>• Social media Co-ordinator : IL has set up and is managing FaceBook and Twitter accounts for the PTA</li> <li>• School lottery Co-ordinator needed: CS has registered the school for a lottery/ 100 Club (cost £12 p/a); there will be a monthly draw; numbers will be purchased for the year and these funds will be split 50/50 between prize money and PTA funds; this will start in the new academic year and run September – August each year; information will initially be given to parents of new Y7 pupils; information will then be circulated to parents of pupils already at the school; parents/ staff will be able to purchase as many numbers as they wish.</li> <li>• Summer Market Co-ordinator is needed: Summer Market is Sunday 3<sup>rd</sup> July; next meeting is Thursday 28 April, 8pm, at CS's house. <ul style="list-style-type: none"> <li>○ PTA will manage all food/ drink stalls and funds raised will go to PTA funds</li> <li>○ RD reported that the Student Council will manage one stall and girls are also happy to help with refreshments. Any monies from the School Council stall will go to the School Council; ideas for this stall include a photo booth, sweet tombola, netball shoot out, stocks</li> <li>○ Music department have been contacted regarding bands/ back ground music during the Market</li> <li>○ It was pointed out that this is a Market and not a fair and is likely to have stalls/ shopping which are more appropriate for adults, similar to LPBS Christmas market</li> <li>○ Several stalls have already been reserved</li> <li>○ Donations to date include a Fortnum and Mason hamper for the summer raffle from Tracey Storrock</li> <li>○ ? reported Robert Vincent have agreed to provide advertising boards at £8 per board. She has a meeting with them end of April to confirm</li> </ul> </li> </ul>	
7	<p><b>Any Other Business</b></p> <ul style="list-style-type: none"> <li>• Easter Raffle: this took £750; £170 was spent on having 10000 tickets printed which was in excess of what was required; there seemed to be some issue over the distribution of these in school to every pupil and also issues around getting extra books; this is an issue for next time</li> </ul>	

	<ul style="list-style-type: none"> <li>• Fireworks (Nov 2016): There has been a meeting with the Rotary Club; The field is unlikely to be available for a display this year; there needs to be some discussion with the Rotary Club in order to ensure this is dealt with sympathetically; the firework event has declined in popularity as other venues/ schools (Croydon Road Rec, Hawes Down Schools) put on similar events and there is now much competition; other venues were discussed such as Langley Social, but they already hold their own fireworks event.</li> <li>• Hockey Pitch: official opening is TBC but likely to be in Autumn Term; PTA expressed great interest in being involved in providing refreshments</li> </ul>	
8	<p><b>Date of Next Meeting</b>  Tuesday 7 June, 7.30pm in School Hall</p> <p>Meeting closed at 9.10pm</p>	

Signature

*Christine Stephen*

Date 7/6/16