

Minutes of the LPGS PTA Meeting 23 February 2016, 7.30pm in the School Hall

Present:

Anne Hudson (Head Teacher)

Christine Stephen (Chair)

Rebecca Day (Governor)

Sarah Burgess (Treasurer)

Jennie Goodall (Business Manager)

Lynda Smithson (Secretary)

Frances Sproule

Elizabeth Beroud

Lawrence Lusanie (Vice Chair)

Lucy Gregory

Tim Shingler

Inge Lake

Julie Sutton

Alison Harrison

Inku Patel

The meeting was chaired by Christine Stephen

		action
1	<p>Welcome and introductions</p> <p>Christine welcomed everyone to the meeting. Attendees briefly introduced themselves.</p>	
2	<p>Apologies</p> <p>Leslie Ann Phillips</p>	
3	<p>Minutes of the last meeting/ matters arising</p> <ul style="list-style-type: none"> • PTA Website has now been updated • There have been lots of entries for the PTA Logo design competition • First edition of the new PTA newsletter has now been produced and sent out via email; all agreed this was really exciting and a great newsletter • The minutes of the last meeting were approved 	
4	<p>School wish list</p> <ul style="list-style-type: none"> • A list of bids from various departments was circulated; the last date for submission was today, 23 February 2016. Bids ranged from a few hundreds of pounds for books to several thousands for a new sound system in main hall; • AH talked through the reasoning behind the ranking of the bids and suggested that in some cases there be a partial PTA funding of the bid. The total recommended spend on the bids was £20,000. • CS raised the question of whether there might be other grants available or ways in which some of these projects could be funded, such as by parent donation eg: ipod for Dance department. AH replied that there were no other grants/ budgets that could fund these projects. • The committee discussed asking parents/ students to vote on the bids and rank them. AH expressed some concern about a survey. • It was felt that it would be beneficial to share the list with parents as they may have/ know of contacts who could help with funding eg: matchfunding, sourcing items at cost, donation. Also if parents are made aware of the projects and needs of the school which the PTA intend to support, parents may be more likely to become involved in fund raising, either by helping at events or attending events, as they will know where the money will be spent and how their daughters will benefit. • TS outlined the 'guidance' concerning the Voluntary Fund in school. This is not a public fund; it holds donations from parents, which are used for the benefit of school students. TS suggested that this fund could therefore be used to fund items on the 'wish list' • The PTA felt that the Sound System for the main hall was an important project to support as it provides the setting for many events, many of which are attended by parents and the wider community. There has been some feedback received that the present system is not functioning at an appropriate level 	<p>It was agreed to fund the sound system jointly from the PTA fund and the Voluntary Fund. The PTA would donate £5K for this project.</p> <p>A letter will be sent to parents identifying the other requests from departments</p>

	<ul style="list-style-type: none"> The PTA fund holds £12,000. There was discussion about funding the sound system jointly from the PTA funds and the Voluntary Fund. This would leave £5,000 to fund other bids, with £2,000 held in reserve. CS also added that she felt that large sums of PTA funds should not be sitting in an account – rather they should be spent on items to benefit the school and pupils 	
5	Future fundraising ideas <ul style="list-style-type: none"> Quiz night: all agreed that this would be a good start; adults only event; all agreed that we should use outside caterers; a volunteer to compere is needed 	date for quiz night agreed as Friday 7 October 2016
6	Help needed <ul style="list-style-type: none"> 100 club: we now have a licence; membership could be paid by standing order to save work each September when membership is renewed; 50% of the funds raised would go to the PTA funds and 50% would be given in monthly prizes; there was not a volunteer(s) to run this, so the position remains vacant Summer market: please note, change of date to Sunday 3 July 2016; <ul style="list-style-type: none"> there would be outside stall holders, similar in format to the LPBS Christmas Market - feedback from stallholders at last year's fair was very favourable; the PTA would supply refreshments; RD outlined School Council suggestion that each year group of girls in the school could be responsible for a stall; this was likely to be a 'fun' stall (tombola, ...) – there was discussion about this and how the fair is to be marketed/ perceived; this will be discussed initially with Heads of Year there was discussion about the fair being an opportunity for girls to 'showcase' their skills and abilities eg: music or dancing performances, art exhibition it was suggested that we find 3 firms who would be willing to sponsor this event; all agreed that these firms needed to be types of businesses that are different from each other; it was suggested that we could offer an annual contract which would advertise these businesses at every school event for a year 	RD agreed to co-ordinate the girls' stalls; AH agreed to be summer fair co-ordinator with sub committee of IP, JS, FS, RD Fair Committee to meet Tuesday 15 March to discuss
7	Any Other Business <ul style="list-style-type: none"> Rebecca Hamilton, Chair of LPBS PTA joined the meeting; she discussed the possibilities and benefit of working collaboratively with LPGS PTA; <ul style="list-style-type: none"> one suggestion was creating an annual Directory for the Langley Community (an example was shown); this is similar to Yellow Pages but lists/ advertises local firms A silent Auction was suggested as a possible fund raiser 	
8	Date of Next Meeting Tuesday 19 April, 7.30pm in School Hall Meeting closed at 9pm	

Signature

Christine Stephen

Date 19/4/16