

	<b>Meeting Minutes</b>
	<b>Meeting Title:</b> Review of Constitution <b>Meeting Date:</b> Jan 22nd <b>Meeting Time:</b> 6pm <b>Meeting Location:</b> Trumpington Meadows Community Room
	<b>Meeting Called By:</b> Sarah Treaddell
<b>Attendees:</b> Ori Dalton, Clare Wilkinson, Carlos Quinteiro, Jan Blachs, Andy Conway-Morris, Tim Monk, Janice Topliss, Annie Cooke, Sarah Treaddell (apologies sent for late arrival)	

---Agenda Topics---

### Playground Improvements

A brief report back on the current state of **research into playground improvements**. 2 commercial playground companies have been invited to bring their ideas, advice and quotations for the 2 school grounds (Kompan & Playdale). Both companies supply & install modular play equipment. Site visits will have taken place by the end of the week, and we hope for some 3D proposals in accordance with a rough £35k budget within 2-3 weeks. Nelson Ortiz is coordinating the plan for TM, and Lisa Marchenay is assisting at Fawcett.

### School Minibus

In reference to previous fundraising achievements, **the future of the school minibus** was discussed. The bus proved extremely useful in the early years of the federation, when split-site activities were more frequent, and class sizes were smaller. It is no longer feasible to transport a whole class anywhere with the vehicle. It is currently only used for occasional sporting events. General consensus is that the vehicle could be sold on, as the running expenses outweigh current benefit. Occasional hire of a vehicle would be probably be more efficient. JT knows of a scout group currently looking for a minibus & will enquire as to whether ours fits their requirement.

### Art Installation

OD informed us of a (£55k) City Council **Art Installation grant** that is currently pending, to be used at the TM site, in a position visible to the Community. Hoping this could incorporate some playground enrichment quality.

### Fawcett Playground Surface

It has come to light that the **Fawcett playground surface** NEEDS to be replaced within the next 3 years, and any plans for redevelopment must focus on this time scale for best use of school financial resources.

## **Christmas Fair**

OD congratulated the PTA (ST in particular) on the huge success of the first ever **Trumpington Federation Christmas Fair** in December. It was a great community event for the 2 schools. It is agreed that such big events (i.e Summer & Christmas Fairs) should remain a joint effort across the schools, partly to minimise the out-of-school time requirements of the Senior Leadership Team (SLT), as well as building the Federation's joint identity. Smaller events (e.g. movie nights, discos, cake sales) can be undertaken by individual schools at will. Hopefully activities in one will inspire similar activities in the other.

OD reassured the committee that we can expect support from the teaching staff for such events, but limited to 1 event per staff member per year.

Licence for the Hampers draw from the City Council requires a return, certified by two members, and for this request to be noted and supplied with the return form. The meeting authorised TM and CQ (or another if CQ ineligible) to be asked to certify the Licensing return from the prize draw.

## **Future of the PTA**

Long discussion over the way in which we partition funds raised, and allocate them accordingly across the school resulted in a clear need to simplify matters and establish an understanding of mutual support and fairness. ACM (treasurer) voiced concern that it becomes purely academic which school raises which exact figures, at the current level of activity. We can all expect the SLT to oversee that there is a reasonably equal split in the way in which funds are spent across the schools. **The expectation is that fundraising will be a parallel activity, with both schools maintaining equal effort.** JB raised the question of whether Playground development is just too big a project for the PTA to get involved in the detail of, and whether our efforts are best focused on smaller enrichments. OD gave examples of small events in her previous schools where the PTA have spent relatively small amounts of their funds on highly appreciated experiences (e.g visiting "bug man"; pantomime shows). These are the kinds of tangible benefits of PTA activities that motivate a continued support of the organisation. Generally agreed that the **PTA can have 2 parallel fundraising ambitions: the long term playground project, as well as the short-term events/resources supported throughout the year.**

Agreed that regular open meetings plus "business" meetings for committee/members would be appropriate – open meetings should be focussed on events/updates and enthusing parents – talking business may be putting first time attendees off.

**To summarise, the consensus was that we are stronger together and should remain a Federation PTA. The ethos of the Federation is that of “two schools, one community” and the PTA should continue to reflect and support this. Remaining as one organisation enables sharing of resources and efficient use of time.**

**Funds raised should be maintained in one “pot” and shared fairly between the schools (this may not be equally but based on the needs of each school, with oversight from the school SLT to ensure fairness). It was agreed that splitting funds raised goes against the “two schools one community” ethos and overall at present the schools each raise broadly similar amounts.**

### **Constitution**

Reviewed and agreed that the constitution remains fit for purpose. AC, JT and TM co-opted as members of the PTA. Ideally should identify another Trumpington Meadows parent to be the fourth member.

### **Class representatives**

In order to move the PTA forward, with a view to increasing our levels of activities and earnings it was acknowledged that we need to gain the support of a wider number of volunteers. For this reason it would be beneficial to **appoint an adult Class Representative** within each class across the schools. That representative would be responsible for increasing awareness of the PTA activities, as well as recruiting help for events. This would also become a sociable opportunity, and a way of connecting adults who may otherwise find the PTA difficult to understand and involve themselves in. Maybe class teachers could help to identify suitable parents/carers for this role.

Discussed meeting at different times and in different venues to try and make ourselves open to the broader school community - to build on the high attendance at the two playground launch meetings.

### **Waitrose Community Fund**

PTA will be in the green coin scheme in February. Text agreed for display on box.

### **Next meeting**

**February 22<sup>nd</sup>, Fawcett, 7.30pm. Open meeting to discuss upcoming events/progress on playground. All welcome!**