

	Minutes (Business Meeting)	
	Meeting Title:	Trumpington Federation PTA Meeting
	Meeting Date:	March 8th
	Meeting Time:	6.45pm
	Meeting Location:	Trumpington Meadows Meeting Room
	Meeting Called By: Carlos Quinteiro, Chair	
	Apologies: Andy Conway-Morris	
	Attendees: Lisa Marchenay, Carlos Quinteiro, Clare Wilkinson (1 st half), Sarah Treaddell, Tim Monk (2 nd half), Jan Blachs (2 nd half), Janice Topliss (2 nd half)	

---Agenda Topics---

General Discussion

Challenges of running a PTA over 2 sites.

School Senior Leadership Team have confirmed that they will endeavor to attend events and take it in turns.

Discussed difficulties in particular with drop off events/supervision/ensuring children go home with correct guardian. Felt that if parents are dropping off their children then it is their responsibility to highlight any concerns.

Discussed having a central person at school who we can contact. As a PTA we are becoming more active and need to know appropriate channels of communication. CW felt that Jen Hefti may well be the right person to communicate with – if she cannot answer a question directly then she will know who to contact. Also discussed that we should nominate a person from the PTA who should communicate with Jen – agreed that ST should communicate with Jen.

Also discussed use of Facebook to advertise events and whether this should be “censored” eg advertising a camping event which will then raise awareness to the public and possible security risk.

Action – CW to confirm that Jen Hefti will be named liaison. If so, ST to be nominated person to liaise with school regarding PTA issues

CW will discuss further re:Facebook and let us know

Treasurers Report

ACM sent apologies.

Recent events

Movie night – successful at both schools. Will look to run another movie night soon.

Bag 2 school – collected today. About 150 bags, money raised TBC (*since confirmed as £256*)

Waitrose Green Tokens. Well supported – amount raised TBC

Playground update

Discussed issues with maintaining netball courts at full size and how this impacts on Fawcett playground design – currently at an impasse. CW will take this back to SLT and get back to us. Discussed need to meet and discuss playground in detail, and ensure all stakeholders are present. JB keen to make progress on playground on small scale e.g sandpit, playground markings for hopscotch.

Action: CW to look at arranging meeting with stakeholders to discuss how to move forward with playground

JB to liaise with TrM and explore possibility of small scale progress

Upcoming events

Easter egg tombola – Wednesday 28th March at Fawcett (JT leading), Thursday 29th March (JB leading) at Trumpington Meadows. Discussed details. Need volunteers and donations of eggs. LM designing a poster to advertise this – all present expressed thanks to LM for designing posters.

Action: await poster to further advertise Easter Egg tombolas. JB and JT to lead on events.

Community Fair – March 17th. Discussed difficulties in getting volunteers. Suggested that those who have volunteered should be given slots and can then respond if any issues. Agreed we would give 1/3 of our takings, charge £2 per face paint. Need some kind of banner/advertising including summer fete. LM agreed to represent PTA for 11-1pm slot, JB to represent PTA 1-4pm slot

Action – continue to try and find volunteers. ST to send out provisional rota. Need a float.

Summer Fair – brief update from CQ. Woodfines have agreed to sponsor £500 worth of inflatables.

Circus skills – free workshops have been offered by external company in exchange for meeting with after school club coordinator. Would be good to offer this at September Welcome events. ST has been involved with this and details have been given to after school club coordinator.

Disco - free disco has been secured. Agreed that we should have a disco at each school – potential dates April 20/27. Quote from DJ for second disco is £120 if Friday night, £60 if Thursday night. Felt that cheaper offer for Thursday night should be accepted. DJ has also offered some second hand lights for free – all agrees we should accept these.

Action – ST to contact Heidi/DJ to arrange

Yr6 leavers event 22nd July – both Yr 6 teachers confirmed attendance, Anstey Hall offered free use of marquee. LM to design poster to recruit Yr 6 parents to arrange this. One parent already approached and keen to help with this.

Action – LM to design poster, ST will then arrange distribution to Yr 6 parents

Camping event – agreed this was likely to be sufficiently well supported. Details to be discussed at next meeting.

Movie night – looking to repeat at both schools next term. Suggested Paddington 2.
Action: JB – will find out dates available at TM. ST will find out about license for Paddington.

Eurovision – discussed Eurovision themed event showing songs from countries where there are parents present at the event.
Action: JB to consider this further

International evening – discussed as possible future event where parents bring in food from their culture/nationality
Action: CQ to consider this further

Parent suggestion – Stapleford PTA holding a “Big Bounce!” Multiple inflatables plus pizza van. Entry £5 for unlimited access to inflatables. All agreed this would be a great event, though unlikely to be able to hold this academic year we should consider this in the future.

Minibus

Belongs to school therefore no longer PTA responsibility to make decisions related to it.

Time Credits (volunteer/spend opportunities)

ST attended meeting recently to discuss this. Gave brief outline as to what time credits are. Agreed they would be useful to encourage people to volunteer.
Action :ST will try and get this up and running within PTA.

Gift aid

ST raised this – should continue to bear in mind as something that might be worth exploring in the future

Next meetings (7.30 till 9pm)

26th March – Trumpington Meadows

14th May - Fawcett

25th June – Trumpington Meadows

***Key – TrM = Trumpington Meadows**