



## The Firs Lower School PTA

The Firs Lower School, Station Road, Amphill, MK45 2QR

Tel: 01525 402735 / Charity No.: 1053803

### Firs Lower School PTA Meeting Minutes – 6 November 2018

#### Attendees

Jo Freeman	Danine Maskill	Rebecca Ellis	Angela Abbott
Helen Pearson	Rebecca Randle	Tanya Moffett	Celia Bennett
Adam Campbell	Lidia Haitink	Jackie Wilson	Helen Rossetti

#### Apologies

Heidi Woodhead	Vicki McQueen	Kathryn Hart	Anita Wilson
----------------	---------------	--------------	--------------

#### Events / Actions

<u>What</u>	<u>When</u>	<u>Who</u>
<b><u>1. UPDATE ON RECENT EVENTS</u></b>		
<b><u>Dress Down &amp; Disco – 19<sup>th</sup> October</u></b>		
The Dress Down and Disco went really well. 225 children joined us to bop the night away and we raised £584 on the Disco and more from the dress down (amount tbc). Some children found the music too loud and we questioned whether we could find a more suitable children's DJ		
<ul style="list-style-type: none"> <li>• Thank you letter to be sent to Tesco for donation of all the snacks.</li> <li>• Mention in school newsletter – send to Sue</li> <li>• Danine to contact Martin Gallagher, Jo to contact Redborne student Lewis Brown for next year</li> <li>• Checking in of the 2<sup>nd</sup> lot of children needs to start earlier outside next year and the list to be in alphabetical order, not by class</li> </ul>	ASAP ASAP	Helen P Jo
	Before New Year	Danine/Jo
<b><u>AGM</u></b>		
Great turn out for the AGM. Minutes have been circulated and need to be published on school website.	ASAP	Adam
<b><u>2. FUTURE EVENTS</u></b>		
CHRISTMAS CRAFT FAIR – 24 <sup>th</sup> NOVEMBER 3-5pm		
<ul style="list-style-type: none"> <li>• Ask Steve the mayor about being Father Christmas. Angela's Dad will hopefully act as back up. School have a proper FC suit we can use.</li> <li>• No sweetie stall this year – replace with a homemade Christmas cracker to be filled with sweets. Angela and Rebecca to get these ready to send out on Thursday</li> <li>• Crafts to be owned by Tanya, Helen R, Becky, Lidia, Jackie &amp; Kathryn – Jo to forward on the info from Heidi. Work on 130 people @ 50p per craft therefore £65 per craft is absolute MAX budget</li> <li>• Share details of the craft place in MK</li> <li>• Tanya to co-ordinate shopping list of paper, card and PVA that school can order cheaply. Individuals to source other items – expenses will be reimbursed.</li> <li>• Christmas CDs from Danine</li> </ul>	ASAP  8 Nov  ASAP ASAP  Wc.12 Nov Pre 24th	Helen P  Ange/ Rebecca  Jo (Done) Jo (Done)  Tanya  Danine

<ul style="list-style-type: none"> <li>• Ask Laurence and Luke to set up grotto</li> <li>• Arrange for a photo of the Dining furniture cupboard in its correct format to be put on the door so that we can put everything back properly for Mackie after using it as a grotto</li> <li>• Send out letter this week</li> <li>• Fill rota</li> <li>• Collate all responses</li> </ul>	ASAP  By 23 <sup>rd</sup> Nov 9 Nov ASAP 16 Nov	Ange/Heidi  Adam  Jo Jo/Helen Helen
<p>CHRISTMAS NATIVITIES – 10<sup>th</sup> – 14<sup>th</sup> December</p> <ul style="list-style-type: none"> <li>• Jo to set up rota for Raffle ticket &amp; drinks sales for performances only (not dress rehearsals)</li> <li>• Rebecca to source 5 x Towers of Treats from Costco for raffle prizes</li> <li>• Need to check stocks for cups, tea, coffee, mulled wine and make appropriate purchases</li> </ul>	  Nov  Nov	  Jo  Rebecca
<p>CHRISTMAS GIFTS</p> <ul style="list-style-type: none"> <li>• Jo liaising with Mrs Brady for book recommendations by year group and will source books</li> <li>• Need to agree date to hand out</li> <li>• Agreed that we will support all classes with a £50 ‘class gift’ as we have in previous years.</li> </ul>	  Nov	  Jo  Angela
<p>CHILDREN IN NEED</p> <ul style="list-style-type: none"> <li>• Adam confirmed that we would be celebrating Children in Need on 16<sup>th</sup> November with a Superhero Day. Communications to go out from school this week.</li> </ul>	  9 Nov	  Adam
<p>CHRISTMAS JUMPER DAY</p> <ul style="list-style-type: none"> <li>• Will be on the last day of term – 19<sup>th</sup> December. Communications to go out from school this week.</li> </ul>	  9 Nov	  Adam
<p>FILM NIGHT</p> <ul style="list-style-type: none"> <li>• To take place on 1<sup>st</sup> Feb – Rebecca and Tanya to own</li> <li>• Letter to go out as soon as we start back in New Year</li> <li>• Publish on date sheet</li> <li>• Publish on Facebook page</li> </ul>	  4 Jan Dec ASAP	  Helen P Adam Jo
<p>DRESS DOWN</p> <ul style="list-style-type: none"> <li>• To take place on 8<sup>th</sup> Feb</li> <li>• Publish on date sheet</li> <li>• Publish on Facebook page</li> </ul>	  Dec ASAP	  Adam Jo
<p>BEDTIME STORIES / WORLD BOOK DAY</p> <ul style="list-style-type: none"> <li>• Bedtime Stories on 6<sup>th</sup> March 5-6.30 with wine, tea &amp; coffee in the hall. To include Saplings and younger siblings.</li> <li>• World Book Day dress up on 7<sup>th</sup> March</li> <li>• Publish on date sheet</li> <li>• Publish on Facebook page</li> </ul>	  Dec ASAP	  Adam Jo
<p><b>3. NEW PROPOSALS</b></p> <ul style="list-style-type: none"> <li>• Tanya proposed a Brush Party – potential profit of £270 +++. The idea was well received but with reservations about the school hall as a venue. Run Facebook poll to establish interest</li> <li>• Rebecca proposed hiring 360 Soft Play for an event for 100 children. It</li> </ul>	  Due course	  Tanya

<p>was agreed that this was a bit too far removed from The Firs as an event, and that it wouldn't be of interest to all age groups.</p> <ul style="list-style-type: none"> <li>• Kelly Sims has approached us with very generous offers of help with Science Week and also in a music capacity with her associations with various bands. Adam to consider how this might fit in to a potential repeat of Science Week next year and Danine to discuss with Kelly what music could be used for the Fun Run.</li> <li>• Becky will also investigate whether there's potential to receive another grant from GSK or any other support for Science Week.</li> </ul>	<p>Due course</p> <p>ASAP</p>	<p>Adam</p> <p>Danine</p> <p>Becky</p>
<p><b>4. FINANCE</b></p> <ul style="list-style-type: none"> <li>• On top of our set commitments of £3800 per annum, we agreed an additional commitment of £300 per year group each year for a WOW Day such as Saxon Day, Beach Day, Pharaoh Day etc. Pine to Year 4.</li> <li>• We agreed to give Saplings a moving in gift once their new building is completed – Rebecca to speak to Sarah Lockerman about what this might be.</li> <li>• The PTA shed is in a terrible state of repair and equipment is getting damaged with a leaking roof. We have repaired it once and have now agreed that a replacement shed is required. Helen P to cost up shed, Danine to cost up getting electricity to it so that we can have light.</li> <li>• We also need to purchase a new gazebo for use at events throughout the year – our old one was left irreparable after the Fun Run. Ange to ask Laurence to cost a branded gazebo.</li> <li>• Grants – through her job, Helen is aware of several grants that we could potentially apply for. She will investigate further.</li> <li>• Helen to apply for Tesco Bag 4 Life and Waitrose community schemes</li> <li>• The Saplings build should start in March to be completed by September. The new Trim Trail for use by KS2 and Saplings is to be included in this. Celia to keep us informed if any additional funding will be required as this was previously our main commitment for the Ball profits.</li> <li>• Science equipment – this is the school's main focus from an OFSTED perspective. Miss Hill &amp; Miss Hamilton are currently compiling a list and will be looking to us for funding; likely to be a substantial amount.</li> <li>• Maths Whizz – Adam &amp; Mrs Rogers are reviewing the efficiency of this programme</li> </ul>	<p>ASAP</p>	<p>Angela</p> <p>Rebecca</p> <p>Helen Danine</p> <p>Angela</p> <p>Helen Helen</p> <p>Celia</p> <p>Celia</p> <p>Adam/Celia</p>
<p><b>5. NEXT MEETINGS:</b></p> <ul style="list-style-type: none"> <li>• Next meeting – for Craft Fair only – 20<sup>th</sup> November @ 7.30 in the Hollows</li> <li>• PTA Christmas social TBC</li> <li>• Next PTA meeting – 8<sup>th</sup> January @ 7.30 in the Hollows</li> </ul>		