



Cathedral Primary School

Minutes

Wednesday 1 May 7.30pm - 8.30pm

Boca Bar, Paintworks Brislington

Attendees:

Vanessa Searle (Chair) (VS)
Mary Hodges (Treasurer) (MH)
Karen Norman (Vice Chair) (KN)
Cherene Whitfield (Secretary) (CW)
Sara Yarnold (Head Teacher) (SY)
Emily Piti (Office Administrator) (EP)
Jonathan Withers (JW)
Hilary Hardwell (HH)
Laura Jennings (LJ)
Denise Almond (DA)

Apologies:, Elaine Hayes (EH), Charlotte Bruno (CB), Cathy Louge (CL), Fardossa Abdillahi (FA), Troy Roe (TR), Lisa S-G (LSG), Rachel Major (RM), Alex Major (AM), Sandra Ruiz-Gonzalez (SRG), Miriela N-A, Anja De Burgh Williams (ADBW), Stacey Tudor (ST), Jessie Manuel (JM), Jacynith Kennedy (JK) Charlotte Bruno (CB) Julia Mortimer (JM), Rebecca Philip (RP), Tasha Marshall (TM), Vishmaya Miel Gulse (VMG) Jessica Graham-Morris (JGM), Helen Van Hoeve (HvH) Jonathan Beck (JB), Tracy Dixon (TD), Lisa Richardson (LR), Angela Fittall (AF), Al Norman (Vice Chair) (AN)

1. Welcome and Introductions

Vanessa opened the meeting, and welcomed attendees.

2. Review minutes of last meeting

The school disco Autumn Hilary Hardwell has volunteered to take the lead and will take place in the autumn.

The Easter Egg hunt went really well, and children were very happy with school activities based on curriculum content. Children didn't notice they were provided with a smaller egg this year.

Action: Letters to support fund raising for the playground has been written by Mrs Yarnold, PTA to look over letter and amend if necessary before sending to potential sponsors.

The committee held an AGM in March and so actions from last meeting have been completed. The minutes have been ratified as correct for February's meeting.

3. Year 6 leaving budget discussion

It was agreed the PTA would contribute £10 per head to each child who leaves in year 6. This equates to £320 for the first tranche of year 6 leavers. This year group will also have the option of using proceeds from x1 cake sale (on their designated cake sale day) to add to their leavers celebration. All years should receive the same amount @ £10 per child.

4. Freezer from Failand and cool box/ storage

Freezer from Failand is now placed near the cooking room at CPS and lolly sales for the first week went well on the tump/ College square. Jon Withers brought the freezer from Failand, we would like to thank John for this. Signs are needed so parents/ careers/grandparents are aware lolly sales no longer take place in Reception playground.

Cool box required for new sale point. The PTA has been quoted £60 for a small box, probably need x1 large one. One on wheels would be ideal, and could be used for the fayre and Sports day. 50 litres can hold 96 cans of coke. **Agreed spend of £80 for storage box.**

Action: MH to order a coolbox on wheels.

Action: John to take freezer from PTA storage cupboard to Failand.

Action: KN to design flyer and banner to go on noticeboard and social media to promote lolly sales new location.

Action: KN to buy banner using Amazon (use charity link)

Action: EP to put on notice board outside of the school

5. Date for summer fayre

Failand is unavailable for 1st week of July, the summer Fayre will take place on the 25th June 2019 between 12-3.

Action: KN to design summer fayre flyer

Action: EP to put in schools calendar

Action: Date for summer fayre to be decided earlier on in the schools year

6. PTA meetings for the next year

One more meeting to discuss the summer fayre required.

Action: CW to arrange meeting

Action: CW to devise PTA meeting dates 6-12 months in advance. CW to devise over the summer months to coincide with term dates.

7. Update on playground

The Fabric committee have finally agreed on the new design, and also asked for the surface to be all weather. Tiger mulch will be coloured.

Plans have been submitted to Bristol City Council's planning department. CPS has provisionally booked Torchwood to complete phase 1 of the playground during the summer. Total amount for playground has risen to £125,000.

Timescales for stages 2 and 3 have not been agreed, more fund raising is required.

Playground is being built for children of all ages, and playtime will be staggered for Cathedral Choir School. Cathedral Choir school is unable to provide a financial contribution.

There will also be ongoing maintenance costs for the playground once completed.

Options for funding

Mrs Yarnold has created a request for funding support letter to be sent to local business.

Action: PTA to take a look and provide comments

Action: Once letter has been completed the PTA should send to business from PTA email address

Action: Research needs to be done on which business has a charity arm

Action: VS to talk about funding for playground at parents evening on the 25th June 19

1. Set up a just giving page – charges 3% for having page, plus 2% for payments made
Action: MH and KN to investigate
2. Gift aid set up
Action: MH and KN to investigate HMRC implications
PTA being a charity should provide some tax benefits
3. Crowd funding page – Kate from yr 15 has indicated she is happy to lead on this
Action: Kate from year 1 ???

Other ideas to be progressed after the summer holidays

1. Standing order by parents to the PTA bank
2. Tesco bag filling – cubs earned over £700 in 3 hours (optional)

8. Treasurer report

Current balance of £16,904

Committed to pay for £320 for year 6 and travelling kitchen

Cool box

Sign for printed for lolly sales and banners

9. Head Teachers forum

PTA committee should be represented at the new parent's induction on the 25th June. Helen has said she would support.

32 siblings out of 60 have been accepted for September 2019

End of summer celebration at CPS, music and poetry reading the day before the end of term 9th July.

10. A. O. B

Terracycle

Elaine has done a great job in raising £47.58. Saving 2000 saving individual packets saved from landfill. New initiative of toothbrushes, air freshener, bread bags, old pens and pencils, new leaflet with Sara Yarnold.

We will be receiving 8 cabinets which are on their way from Clarke Willmott, x4 for PTA and x4 for school.

Reuse plastic cups instead of reusable ones

Play space has closed down. They may be able to sell us plastic cutlery we can use cups instead of disposable ones. £20 Wilkinsons voucher can go towards plastics cups if Playsapce do not have what we need.

Action: MH to enquire about plastic Tupperware with Playspace

Parents have said how enthused their children are about green initiatives, and eco team activity has been positive.

Idea: We could also ask people to donate a mug for coffee and teas - maybe store them at Failand.

Failand Fayre

We need to get in touch with supermarkets ASAP and ask for donations for summer fayre.

Action: CW to send letters to Supermarkets, amend ones sent last year.

Action: VS to ask for badge making from the scrap score

Action: VS to ask Monique to book the bouncy castle

Will we still have the same stalls as last year at Failand?

We will use the same template as last year to ask for volunteers and put on chalkboard outside of the school, parents and careers can sign up.

Will we use the same stalls as last year, e.g. Jam jar and teddies

We should have programme but smaller version, maybe double sided?!

Action: MH to research printing cost/ sponsorship for programme

Action: VS to tweak spreadsheet

Action: EP to send tweaked volunteer spreadsheet via email

Healthier snacks at cake sale

Bear Paws have offered a PTA a raffle prize. Yo Yo not cheap and will only use if affordable. VS has emailed healthy kids brands and asked if they could provide some healthier snacks.

Ice lollies which are real fruit are very expensive per unit, and potentially would not make any money from the sales. We could test, and not buy in bulk to see how sales go.

Action: SY will check in Cosco to see if Bear Paws are below 29 p per unit.

Could we see if Cathedral Choir School school children want to buy ice lollies? They might all be bought before CPS children, and we don't have the space to store that many lollies.

Next meeting date September 2019