

FROTH Minutes 06/01/17 at 2.15pm



- Chair opened meeting.
- Attendees/Apologies.

Attendees	Apologies
Ruth Worswick	Donna Burrows
Ellie Kemp	Claire Turner
Stephanie Andrew	Lyn Rees
Amanda Morgan	Fi Edwards
Becky Marengo	
Kerry Radford	
Roger Milam	
Claire Nother	

- Agenda was read and agreed.
- Items requiring a decision -

- Charitable Status - Ruth Worswick

In order to become a registered charity, FROTH must first agree to a constitution. It was proposed that we adopt a new constitution with the body known as PTA UK. It was agreed that we hold an 'extraordinary general meeting', hereby referred to as an EGM, to carry this motion forward.

It was agreed that the EGM will be held on the 27th January at 2.45pm at the school.

It was noted that all elected committee members of any PTA are its trustees and as such are liable for the acts of the PTA. PTA UK will provide cover for all elected committee members against personal liability when legal claims are made against them, either by the charity (i.e. the PTA) or a third party, as long as the trustee has acted honestly and reasonably. By being part of the PTA UK any members will be insured against any actions made. It was also noted that committee members be made aware of their safeguarding duties.

Action- organise another meeting with just committee members, to make clear to all just what's involved with becoming a committee member and to sign a 'trustee declaration form'.

It was agreed that the treasurer, Amanda, would facilitate the use of Gift Aid, once we are given charitable status.

- Dates for the diary were discussed and agreed as follows (date can be subject to change):

Event	Date
Valentine's Cake Sale	10th February 2017
Family Bingo	17th March 2017
Quiz Night	31st March 2017
Film Night	4th April 2017
Easter Egg Hunt	6th April 2017
Bingo Night	10th May 2017
Summer Solstice Cake Sale	21st June 2017
Summer Fair	8th July 2017

● Items requiring discussion -

- Outdoor Learning Project - Ruth Worswick

It was discussed that some work has already been undertaken using funds made.

Mrs Fox will be opening the Trim Trail very soon.

The pergola has had work done and bean bags have been added. and are being used.

Giant scales are in and being used. Some funds were used on materials needed for maintenance, during the Grounds Day.

Work on the Reading Nooks will be undertaken when the weather warms up.

- Christmas Fair - Ellie Kemp

Ellie demonstrated a new timetable that can be used for planning the Christmas Fair.

Time of next fair proposed to be 12-2.30pm.

It was discussed that Roger Milam be put in charge of games.

Discussed and agreed to having a bouncy castle.

All 'best before dates' to be checked on donated edible goods.

An addition of a map of the school will be added to the programme to guide people around events and activities.

The gift wrapping of the Secret Santa items will be made an optional extra. A nominal fee will be charged for this service.

It was suggested that there be a list of time slots made to see Santa in his Grotto. Time slots could be pre-booked in the run up to the fair. Becky Marengo and Lucy Carter to be consulted.

Paper Chain Competition to be continued through the fair and used as an activity within the Grotto Waiting Room. Winner to be announced to the children at the Christmas Lunch.

A clicker will be used at the door to access footfall. This will help to plan and cater for the fair more efficiently in the future.

It was agreed that more raffle tickets will be available to sell before the fair.

It was agreed to locate the chocolate tombola in a quieter area to draw people through the fair.

- Discussion of plans to split funds between several areas - 1) a large project and 2) smaller projects 3) school trips and events. Discussed choosing 3 possible large projects and then giving the pupils the vote, using tokens. Tokens could be awarded and linked to the schools existing rewards systems. Ruth Worswick to discuss with staff. Roger Milam was tasked to make a visual voting system for children and parents to be able to see progress.

Sectors assigned for possible fundraising goals were:

- 1) Laptops and iPads
- 2) Library
- 3) Physical Education

- AOB

Books in good condition would be gratefully received for use in the library. It was agreed that a request could be made through the FROTH Facebook site.

● Close of meeting

- Time of next meeting agreed to be 27th January at 2.45pm.
- Meeting adjourned at 15.10pm.