

Minutes of Bishop Tufnell C.E. (Aided) Infant School

Parent Association Meeting Held on Monday 18th April 2016 at The Southdowns

		ACTION
1.	<p>Present/Introductions</p> <p>Denise Edwards, Charlotte Caspall, Tracy Greed, Alex Buttle, Lizz Dugan, Angela Flockhart, Nicky Montague, Helen Dendy, Stacey Nunn, Dean Brockwell, Helen Byne</p>	
2.	<p>Apologies</p> <p>Nelly Walsh, Zoe Peacock, Lucy Bone</p>	
3.	<p>Amending the Constitution</p> <p>LD handed out copies of the constitution. After discussion with attendees DE put forward amendment to point 4: Management of the PA to allow past and present parents, teachers and other staff to be able to be members of the PA and take on a role in the committee. This motion was seconded by NM and all in attendance voted to proceed with the change.</p> <p>Further Discussion on the constitution led to point 5. General Committee being discussed and group agreed needs to be amended to allow past and present parents, teachers and staff of both BTI and BTJ schools to be members of the PA. DE proposed the change which was seconded by AB and all other members in attendance at meeting agreed.</p> <p>With the above changes being made DE proposed LD become Treasurer. All in attendance agreed and confirmed LD into the role of Treasurer for the BTI parents association.</p> <p>DE to notify Sara Walker of amendments to get changes as set out above made and new constitution to be made and accounts signatories altered accordingly.</p>	DE
2.	<p>Summer Fair</p> <p>DB went through points raised at the BTJ FAPA meeting and date of 2nd July for the Summer Fair to take place. DB will be taking on food rather than outsourcing this year to bring in more revenue. Will outsource Ice cream and try and find contact from previous years or LD will speak to her contact.</p> <p>Raffle was discussed and needs to be decided on how we will work this year and whether we try to get 3 main prizes. Ideas to contact larger companies such as Virgin, Buy a Gift, Football Clubs discussed and to be discussed further with BTJ.</p> <p>Group discussed whether there would be a set theme this year and suggestions made to make it more of a family fun day with music and activities going on.</p> <p>BTJ will be sending out letter asking for helpers for events and BJI will look into sending out the same letter to get a database of people available to help.</p>	

3.	<p>Father's Day Craft</p> <p>Provisional date of Thursday 16th June 2016 suggested. DE to check with SM that the school is available.</p> <p>AB and DE will look into craft ideas for the event and based on 120 attendees from previous years take up.</p>	
4.	<p>Sport's Day</p> <p>DE explained that 2 parents were needed at each sport day and asked who was available. Provisional volunteers listed below.</p> <p>Foundation 24/6 – AB and DE Year 1 27/6 – AF and TG Year 2 5/7 – HD and AB</p>	
5.	<p>Scholastic Books</p> <p>LD asked who was available to get leaflets and covering letters ready to go out this week. NM and HD offered to go in and sort out ready to go out before the weekend.</p> <p>LD said she will sort order out once returned.</p>	HD and NM
6.	<p>Playground Equipment - Caterpillar</p> <p>Group discussed purchase of caterpillar for playground as mentioned in past meetings.</p> <p>DE proposed the purchase be made of the caterpillar from Forest Crafts. All in attendance were in favour for purchasing.</p> <p>LD will await confirmation of monies in account once books back from auditing and then we will proceed with order.</p>	LD
7.	<p>AOB</p> <p>PA shed needs to be sorted and organised. CC and NM agreed to do this and will liaise with each other on a date to carry out.</p> <p>Second hand uniform needs to be sorted and sold. Group agreed to list on BT Facebook selling page to try and clear the items. CC and AB to go into school and arrange this.</p>	<p>CC and NM</p> <p>CC and AB</p>

Next meeting Details

Date: Wednesday 11th May

Time: 7.00pm

Venue: The Southdowns