

## Minutes from Kelvindale Primary PTA Meeting Wednesday 25<sup>th</sup> September 2019

**Attendees** – Lil Rudebeck (Chair and minute taker), Nick Bell, Sorcha Dallas-Gray, Mrs Watret (Teacher) Miss Cockburn (Teacher), Suzanne Baltrop (Secretary), Clare Gault, Sanita Vetra, Debs Norton, David Nicholls (Treasurer)

**Apologies** – Cathy Allan, Alison Willacy, Ainslie Bradley, Angela Mackie, Kate Russell, Ella Brady

Minutes	Action
<p>1. Welcome – Lil Rudebeck welcomed everyone to the meeting</p> <p>2. Previous minutes – the minutes from the August meeting were agreed. Sarah to upload to the school website.</p> <p>3. Treasurer’s report – David confirmed that we have bought a strimmer for the school at a cost of £115 and football equipment costing £130. The current account balance is £7852 with £1500 of this still earmarked for the playground. David had been asked to provide a float for the Christmas cards to the office to help with processing the payments for them.</p> <p>4. Marketing and PR – Nick presented a summary of what the PTA does which was approved by the meeting. It was agreed that this would be included in the school newsletter and be put on the school noticeboard to improve parent’s understanding of the PTA role. Nick to take over the kelvindale PTA email address to start building mailing lists. The meeting agreed that we need plan events in advance to let people know about upcoming events. It was agreed that new PTA mailing whatsapp groups should be started for each class.</p> <p>5. Feedback from Cheese and Wine – David confirmed that we had spent £100 on cheese and wine and received donations of £248. The meeting agreed that it was an excellent event and thanked the committee members who organised it. It was agreed that we would instigate a permanent supply of second hand school uniform in the foyer to encourage recycling and reuse of school uniform. Debs confirmed she could donate an ikea cube storage unit and Lil confirmed she could donate boxes to fit into the cubes.</p> <p>6. School requests Sarah requested ball bungees costing £118 which was agreed. Sarah said she was working on costings for outdoor clothing and would bring them to the next meeting. Sarah will also look at costings for another noticeboard</p>	<p>Sarah Watret</p> <p>Nick Bell</p> <p>Lil Rudebeck</p> <p>Sorcha Dallas-Gray</p> <p>Sarah Watret</p>

<p>and bring them to the next meeting. Lil presented a proposal to get theatre company Visible Fictions into the school to perform their play "Slug" to the P4s and P5s. The cost for one performance to 100 children is £300. This was agreed by the meeting. Lil and Sarah to liaise around numbers of children and dates and Lil to contact Visible Fictions.</p>	Lil Rudebeck
<p>7. Event update – see Feedback from Cheese and Wine 8. Playground Refurbishment update – The next playground tidy up is taking place on Saturday 5<sup>th</sup> October 11am – 1pm. Sarah is getting a letter ready to go in school bags. The meeting agreed that we would ask for donations of wooden pallets and discussed making a mud kitchen out of them.</p>	Sarah Watret
<p>9. Discos – 29<sup>th</sup> and 30<sup>th</sup> October Suzanne confirmed that she had booked the halls for the discos. The meeting agreed that we would ask children to pay on the night and take a register of their names as they enter. Claire Gault agreed to source a new DJ and feedback re. costs</p>	Claire Gault
<p>10. Christmas Fayre – 7<sup>th</sup> December – Suzanne confirmed that she had booked the Xmas fayre. Sorcha confirmed that she will take on the Xmas fayre planning and is looking to make it more sustainable. She will reply to emails asking for stalls. Debs to find out what Cottonrake pay for recyclable cups and let us know.</p>	Sorcha Dallas-Gray Debs Norton
<p>11. Social nights – it was agreed that another social night and bake sale should be organised for the spring term. 12. Parent council representative – David confirmed that he would try and go to the next meeting.</p>	David Nicholls
<p>13. Parent's evening cheese and wine – The meeting discussed whether it was feasible to hold a cheese and wine event at Parent's evening on 13/14<sup>th</sup> November. It was agreed to discuss this in the next meeting as the school will know if the stage will be free by then. If it's not possible to hold a cheese and wine event, we will have a stall in the foyer to drum up support and volunteers for the Christmas Fayre.</p>	
<p>14. Parental Feedback and suggestions – a few people are keen to have a Friday daytime meeting. Concerns with this regarding repetition of meetings and needing to have two teachers at a PTA meeting to form a constitution. It was agreed that we would try to get the minutes out more quickly (within a week) and send them to people who show an interest via our new mailing lists.</p>	Lil Rudebeck