

MINUTES

Lymm High School PTA Meeting

Date: Tuesday 12 June 2018

Chair: Helen Johnson

Minutes: Jan Daniel

In Attendance

Helen Johnson (HJ), Jan Daniel (JD), Natalie McGillivray (NM), Nicola Storey (NS), Sue O'Connor (SOC), Nicola Woodyatt (NW), Jacqui Clarke (JC), Cathy Warner (CW), Kieran Walshe (KW), Antonia Mungai (AM), Ruth Ball (RB)

Apologies

Sally Bircham (SB), Alison Hunt (AH), Ann Broughton (AB), Kate Solly (KS), Kirsty James (KJ), Gwyn Williams (GW), Yvonne Bird (YB), Liesl Hacker (LH)

Welcome

HJ welcomed everyone to the meeting and thanked everyone who helped at the Summer Fair; there was a good turn out and felt that TMC should be proud of what was achieved. No feedback was available as to the amount raised as yet.

Minutes / Matters Arising

The minutes were read and accepted.

PTA webpages need updating with the Minutes and photos to show historical and more recent activity – **JD to review and contact Comms Officer. Minutes sent.**

Anyone with photographs of events that the PTA have been involved with, please send to Jan Daniel - **ALL**

Reports

Head Teacher's Report:

Although GW was not able to attend the meeting RB was able to confirm that the exams had gone well and that everything in school appeared to be going well. Queries regarding the dress code for the hot weather have been addressed and communicated to parents and students.

KW requested that the Founders' Day Evening Service – Tue 17 Jul 18 be promoted to parents. The new Reverend will be presiding and the theme is 'A Joy to Remember'.

Request the details go on LHS Facebook page for sharing – **JD to contact Comms Officer - Done**

Chair's Report:

- Addressing the new parents' Induction evening
- Stressing the importance of supporting the fundraising efforts via the Development Fund or MyDonate
- Need to put the latest letter and payment details on the website – **JD to contact Comms Officer - Done**
- Volunteers needed to refreshments/bar for Lymm Festival Events – Wed 27 Jun (Children's Show) and Thu 28 Jun (Adult Show) - **ALL**

Treasurer's Report:

- Full report to be included when received.

Parents' Facebook Page:

- No major issues, any that occur tend to be dealt with by other parents
- Parents with no children at LHS to be removed – **RB to identify names; AM to remove on receipt of list**

- AM standing down as administrator – **JC to approach a potential administrator (LH) - Done**

Fundraising

Trail Run

- Date moved to Sun 1 Jul 18
- Booking form needed asap – **JD – Done and discussed with Estates Supervisor**
- Access to:
 - Staff Room
 - Kitchen
- Floated needed - £130 (£5 notes, £2, £1 and 50p) - **NW**
- Set up on Friday 29 Jun 18 @ 3.30pm – **JD plus 2/3 volunteers**
- Sunday: start about 8.30am, volunteers needed - **ALL**
- Stock take of soft drinks needed before - **JD – Thu 28 Jun 18**
- Purchase items for the event – **JD plus one other – Thu 28 Jun 18**
- Needed for refreshments:
 - Tea/Coffee, water and soft drinks (cans and bottled drinks usually purchased from Macro)
 - Bacon butties (middle back bacon usually from Macro, oven bottom muffins – Morrisons)
 - Cakes/cookies – donations from students and handed in on Fri 29 Jun 18 in return for a raffle ticket – **JD to arrange with LHS - Done / CW to promote to parents if required**
 - Excess cakes to be sold the following Monday
 - Any cakes left over – donate to Homeless Shelter
- Volunteers needed for: – **ALL sign up on LHS100 Facebook page**
 - Cooking bacon and preparing butties – 2 people required per time slot
 - Front of House – 2, preferably 3 people for each time slot
- Equipment/materials needed:
 - Chiller cabinet/small freezer unit (to be brought to Staff Room for Friday)
 - Heated food box – **JD has one available**
 - Trays (available from kitchen)
 - Knives, fish/cake slices – **PTA to provide**
 - Table cloths – **in PTA cupboards**
 - Cleaning materials – **PTA to provide**
- People to contact:
 - Paula Chambers – booking form – **JD - Done**
 - John Berry – booking form, equipment relocation and site staff cover – **JD - Done**
 - Barbara Baker – access to kitchen and use of equipment – **JD - Done**

Lymm Ladies Lunch – **SOLD OUT**

Beaujolais Night – **Thu 15 Nov 18**

- KJ to arrange with Lymm Wine Club
- Check date and submit booking form – **JD – LHS not available as a venue, Performing Arts already booked in.**

AOB

Year 7 Disco & Parents Social

- Would give parents the opportunity of getting to know each other which in turn would encourage more to perhaps attend more social events in school
- Yr 7 Disco in the Main Hall
- Parents' Social in the Dining Room
- Disco to be run by students

- Discussions to be held in school – **RB**

Parents Support Pack

- To include all the information not covered by the formal Induction Pack
- Frequently asked questions that usually appear on Facebook

PTA Chapters Night

- Contact Carole Dean re: availability of dates – **JD – Done, not available until Oct/Nov 18**

Secretary's Role

JD standing down as Secretary from AGM so a volunteer will be needed – **ALL**

Next Meeting: **Monday 17 September 2018 - AGM**