

LHS PTA minutes – 7th February 2018

Meeting opened 19:30 at Emma's house. Many thanks Emma for your hospitality and the use of your house. Previous minutes (8th January 2018) accepted and signed by Chair and Secretary.

Members present: Emma Rowe (Chair), Emma Barnes, Robyn Bond, Helen Hodges, Jen Hynes, Abi Smith, Cath Yelland

Apologies: Fran Hale, Natasha Hale, Roisin Newton, Kim Preston, Charlotte Smith

PREVIOUS EVENTS

School disco (Friday, 26th January 2018).

Great success (even though we had many poorly KS1 children). £507 profit. DJ feedback was very good – only issue was bubbles (messy and slippery) which they've agreed to eliminate from any future events.

UPCOMING EVENTS

Race night (Friday, 23rd February 2018)

Doors open at 6pm with first race at 6:30pm. Food 7.30pm. Sold out in 24 hours which is way quicker than normal.

Volunteers: Set up 3:15 - ER, CY, HH, EB (NOTE: No tablecloths to be used)
Bar x2 - CS & HH
Caller - ER
Cooks - EB (turn on oven 5pm depending on sporting event end times) & CY
Tote Sellers - Caroline Harding (bets) and RB/JH to collect money (to be trained for future events)

Tote tickets running low – ER to buy more stock, £30 will cover 3 events

Food numbers for order and drinks to be purchased – EB in hand. Will confirm numbers to PTA at later date.

Prizes - Easter Eggs for kids, adults wine. To be collected out of PTA storage - glasses and ice.

Action points and allocation			
EB	Confirm food order numbers and drink purchase	ER	Purchase new tote ticket packs
RB	20 x envelopes for food tickets	ER	Chase outstanding horse and race payments

Quiz night (Saturday, 24th March 2018)

5 confirmed tables (48 people). To be advertised in next Village News magazine (end of Feb) which will hopefully boost numbers.

Volunteers available: Quiz Master - Grant Clemence Auctioneer - Barry Young
Set up - ER and family Bar - ER & CC
Card Machine - EB (This will only be available later in the evening so guests will be able to run up tabs in the meantime)
Waiting Staff - Tara Conquest's daughters (Bo & Honey Conquest and friends).
Very clear stipulation that girls will be dressed appropriately to avoid any exploitation.

Auction Prizes so far: Tennis birthday party (only includes a lesson for a class and use of CC's court and garden)
8 ball round of golf (Herts Golf Club? – TBC)
Signed Harry Kane football shirt (TBC by KP)
Saira Hamilton one-to-one chef session (£100 reserve price)

Action points and allocation			
JH	To investigate glass hire (Majestic vs Waitrose) Pint, half pint, wine and champagne		

Camp night (Saturday, 19th May 2018)

15 pitches, £20 per pitch, £5 per person regardless of age or whether staying the night.

EB has been in talks with BBC who have confirmed that we are allowed to show the football as long as we are not profiting directly from it. We are required to provide the leaflets which will be produced as a matter of urgency. KP has expressed an interest in designing the poster for the event, to include key info "No moving wheels (i.e. scooters and bikes), Royal Themed party and prize for "Best dressed Tent"). Poster to be displayed straight after Race Night. Create form to go in children's bags (after Race Night).

Band "The Kazans" (Mr Sydes band) confirmed
CY and Barnett family to run BBQ with many thanks

Action points and allocation			
AS	To provide lighting		EB To apply for licence for live music

Summer Fayre (Saturday, 23rd June 2018)

Zorbing tournament not possible as a main arena focus event – other ideas? Skipping man? Belly Dancing?
It was unanimously agreed that pony rides were the way to go. We have a few companies to research, (depending on availability). The favourite donates 25% of their taking to the school.
Bouncy castles booked. Price has increased nominally (+£10) on previous years.

Action points and allocation			
EB	To contact and book pony ride companies.		

REGULAR/ONGOING

100 Club

January prizes: 1st (£75) Tara Conquest; 2nd (£25) Alice Welbeloved, 3rd (£10) Sue Whitaker

Swimming Pool

There have been no repercussions (negative or otherwise) from the school's email confirming the pool closure and rescheduling of lessons to Harlow.

The PTA members present have acknowledged the decision made by the Pool Working Party with regards to this. The PTA will work with the school to raise the necessary funds to enrich and enhance the childrens' learning.

Regarding the voluntary contribution for swimming lessons, 5 families have not yet paid so the PTA have agreed to settle the difference (£18 per child).

NEW BUSINESS

Easter Egg Hunt (Tuesday, 27th March 2018)

EB has proposed to organise an annual Easter Egg hunt around the school grounds for children and siblings. This will take place after school on the day before the end of Spring term. The format will largely follow the "Daisy May" hunt where children collect clues and are rewarded with a crème egg. The cost will be £1 per child.

PTA monies

Of late, some PTA return forms and monies have been lost or misplaced. The PTA will be purchasing a new "post box" which will be placed next to the current school one and clearly marked so that all PTA monies and forms can be collected in a secure central location.

Community link liaison officer

Following the success of Working Pool Party with regards to local community involvement, Cath Yelland has been nominated as the local "Community Link Liason Officer" (official title to be confirmed). She will endeavour to involve the local community in our events and communicate our needs and successes via the church, local newsletter and other means.

This includes a regular update feature in the Village News newsletter to communicate successes of previous events and advertise upcoming ones, as well as request the local community to get involved. For example requesting help to run stalls at the Summer Fayre and to get them to join the Local Co-Op Community scheme that will directly benefit the school. This is off the back of feedback from the local community feeling that although there was a willingness and desire of them to get involved with LHS, there was no active communication on how they could be of service. RB, JH and HH will assist CY with this newsletter spread.

There was a suggestion of a "Community Corner" stall (NOTE: NOT for local business advertising!) at the Summer Fayre, but the logistics of this are to be discussed further closer to the event. It could include promoting local community groups (Line Dancing, the Playgroup, the Post Office, the Church and the like to further strengthen links and cohesion with the local community.

Upcoming Data Protection regulation change (May 2018)

This is to be discussed further at the next meeting once everyone has had a chance to read up on the specifics. Basically, we will no longer be allowed to hand out any unsolicited leaflets in bookbags to advertise or promote events. It was suggested we communicate this change to parents and request them to sign a specific "OPT IN or OPT OUT" consent form. It is important that both options are given so that we can identify whether they have specifically elected to OPT IN or OUT, and have not just forgotten to return their consent slip. Once we have parents' consent, we will be able to continue distributing leaflets which is vital to communicating and getting support for our fundraising efforts.

Meeting adjourned at 20:45.

Next meeting Monday, 5th March 2018 (location: Scout Hut)

Emma Rowe (Chair)	Date	Robyn Bond (Secretary)	Date
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