

Friends of Langley Park PTA

Minutes of the Committee Meeting held on 22nd February 2016

Present: Rebecca Hamilton, Ruth Deans, Mary Leberl, Steve Parsons, Les Stonebank, Anna Howard, John Lang, Paul Daubney (Governor), Claire Creuppens, Lydia Davies

Apologies for absence:

Juliet Trimby, Andrea Young, Christine Stephens

1. Minutes of the last meeting

- The minutes of the previous meeting were agreed but some additions needed to distribution list.

2 Treasurers Financial Report

JL advised that there are almost no funds available at present (£220), however, this is separate to our £2500 contingency fund and £14600 unclaimed requests. JL has agreed to chase departments to submit the paperwork for these unclaimed funds.

- Donut Day

2004 sold and £790 profit made. Discussed and agreed that next time a 5 for 6 offer will be offered and the purchase price will be reviewed.

- 100 club

Christine Stephens has taken over the running of this, draws are all up to date for March and April.

3 Volunteer Calendar

- Requests issued and all in hand
- 400 tickets for the Gala evening (26th) have been sold and 300 still available

4 Sponsored Seats

- 3 different versions of the letter are needed
 - Alumni
 - Leavers
 - General

- Old Boys
- 550/600 seats each at £50 (suggested donation – no upper limit) would raise £30,000.
- Discussion re how this can be gift aided
- There will be a board showing sales of seats and a certificate for each seat sold and possibly a free drink at the first event attended as an owner
- PR and Media launch suggested for summer term

5 Langley Directory

- Christine Stephens (Langley girls PTA) will be approached with regards to working as a joint initiative with the Girls School targeting all of the Langley community
- A volunteer parent is needed to undergo the responsibility of printing

6 Communications Update

- LD advised that the communication channels via social media and school newsletter are being used effectively
- Lydia will liaise with the school as the “Friends” section of the website requires updating

7 Xmas Fayre

- Date arranged for 27th November 2016
- This will be the 30th Anniversary
- Possible that the Langley primary school will be up and running by then, possible primary school Carol concert as part of the Fayre
- Raffle needs to be spectacular
- Separate meeting will take the Xmas Fayre planning forward and report to this forum on progress

8 AOB

- Next second hand uniform sale is up and running
- Mr Parsons raised the issue of funding for leasing of Minibuses. He requested that the Friends finance an further lease deal. JL commented that this could not be committed to at this time as we do not have the funds at present. The lease deal is approx. 8.5k for a 3 year lease per bus (approx. 25k in total). The following solutions were discussed:
 - Look into agreeing a further 1 year leas extension
 - Look into reducing minibuses from 4 to either 3 or 2

- We may have more funds that could be used in the school fund as the PTA and school fund contribution has now been combined
- The promotion and uptake of easy fundraising to gain more funds may allow extra funding for the minibuses
- Ask the school to make a short video to show pupils how simple easy fundraising is to use to encourage more uptake
- Further fund raising ideas:
 - Fundraising at school sports day
 - A “Cardboard box” summer sleepover
 - A further own clothes day – perhaps one per term as a simple way to raise funds
 - Vintage Tea afternoon
 - Speed Dating

Next Meeting - 19th April 2016 @ 19:30 – 21:00