

## Corpus Christi Parents Association Meeting Minutes

Tuesday 3<sup>rd</sup> July 2018

**In attendance:** Mr Coyle, Pauline Hughes, Nadya Morgenstern, Yashoda Sutcliffe, Akosuah Owusu-Ansah, Victoria Clasen, Bernadette Butler Leyland, Daisy Garnett (part), Dario D'Aprile, Kathy Dover, Anna Brzuszek, Luna Keza and Beatrice.

**Apologies:** Teresa Zych, Anamaria Mulcahy Rosales

### 1. Church Garden

Daisy is overseeing a redesign of the church garden. The proposal is to make it a more pleasant/useful place for the children and parishioners to use. The design includes a proper seating/reading area, a mud kitchen, pizza oven, tree house (eventually) and path with terrace for church community.

Priorities are:

- Benches around the trees as seating area - £1,000
- Terrace and path - £8,000
- Mud kitchen - £300
- Lawnmower - £100 (storage area to be decided)

We agreed to explore funding some of this in the next school year through grants, and perhaps a new appeal.

### 2. Matters from last meeting

- a. It was noted that PA information on the website was difficult for parents to find easily. Mr Coyle would raise with Mrs Connery as an external company is responsible for the website's architecture. However, school uploads items easily. **Bernie to send previous minutes to Mrs Connery to upload.**
- b. Purchase of card reader/Emily Johnson Ferguson's cookery skills classes to be discussed next term.
- c. Communications have been sent to parents on re-introducing class rep system and financial updates.
- d. Anamaria and Bernie have shared a proposal to make changes to the Christmas fair with the committee. **Anamaria to prepare a Survey Monkey re Christmas Fair strategy. To look into involving Aoife. Anamaria and Bernie to advise on communicating new strategy to parents in September.**
- e. Grants

- Bernie has identified grants available for 'greening' playgrounds and introducing improved natural play areas. **Bernie to find designer to help with ideas, bearing in mind the limited space available.**
- Nadya mentioned that we could apply for funds towards theatre tickets for schools. Mr Coyle said the coaches were a big expense on such trips and could be up to £5k. **Nadya to look into further.**
- To consider creating a Grants Officer committee role in September. **Anamaria/Bernie to include in first meeting agenda.**

### 3. Finance update

- a. Nadya informed us that we're legally required to submit future proposals/projects for spend/next year's budget. It was noted that £20k was usually raised each year. Commitments for next year include £10,000 for classroom screens, £4,000 for phase group leaders, £750 for leavers party, and £160 for Carol Concert. Other suggestions raised were subsidising a large scale theatre trip, further greening of the playground, laptops for children with additional needs, amounts towards STEM linking to science week, and safeguarding on IT. It was agreed that these ideas should cover Nadya's requirements. Also noted that laptop for SEN may be obtained through grants. **Mr Coyle to send information of requirements to Bernie.**
- b. After we've paid for everything committed, we would expect to have £1,500 in bank account which is an acceptable float amount. **Nadya to request that Mrs Ruiz transfers remaining money in account to appropriate allotted spend areas.**

### 4. Review of recent events

#### Summer Disco

A massive thank you to Yashoda and Akosuah for running this event. This was a great success and there was lot of positive feedback. **Yash has a list of ideas and recommendations for next time and will upload to Dropbox folder.** Points noted included:

- There were about 30 volunteers with 2-3 new ones and ex-pupils
- Many people didn't sign up beforehand, but were happy to help out on the night
- Ticketing was an issue as many people didn't want to buy in advance, so we didn't have a clear idea about catering. Suggestions to overcome this included cheaper tickets if bought in advance, and tickets to be bought on Parentpay with a list at the door. To be considered further.
- We need to be prepared to handle the queue at least 20 minutes in advance, with a plan to ensure this is managed effectively.
- We had a number of non CC children attending with family members. We need to decide whether to allow this next year.
- We need to continue to communicate that these are fundraising events., and perhaps also consider more subsidised events.

## 5. Events update

- (a) Sports day/leavers party – no input required.
- (b) Slime workshop – dates to be decided further as lots of clashes with other events towards the end of term. May seek to get juniors involved. **Victoria to update.**
- (c) Lolly sale takings – amount raised after expenses was £102. 200 lollies had been purchased for the event which was not enough. It was suggested that we would buy 400 next time as, if a surplus, some can be stored in the freezer

## 6. Succession planning and committee roles

Pauline and Victoria are to step down as co-chairs this year. **All to continue speaking to parents about becoming involved in this role.** We will meet again in September to formalise the new committee. **Nadya to organise an AGM and update on charity requirements.**

The role of class contacts was discussed and it was agreed that they would come to PA meetings as much as possible, to form a closer connection to events and disperse information to classes. The main driver is to decentralise the Christmas Fair organisation and spread the workload across the school. **All to seek parent representatives from their year groups before the end of this term.** **Victoria to create a spreadsheet for contact details.**

## 7. IT addiction workshop

Dario raised concerns about IT addiction across society and advised that parents might benefit from greater awareness of how their behaviour affects their children. **Dario to consider whether he might be able to devise a workshop, or bring in external experts.**

## 8. AOB

Meeting overrun and other agenda items to be discussed next term.