



Friends of St Peters

Registered Charity No. 273398

PTA Meeting – 16th November 2023
7pm – The Duke

Attendance: Donna Jordan (DJ), Alex Watson (AW), Claire Harris (CH), Keith Miller (KM), Sara Milton (SM), Amanda McCluskey (AM), Pinar Gucumengil (PG), Alper Gucumengil (AG), Maureen Froidurot-Bennis (MF-B), Jennifer Boyle (JB), Damien Boyle (DB)

Apologies: Louise Stewart, Emma Larney

Update from Previous Meeting:

- Four events and dates have been locked in:
 - ✓ Wreath making on 30th November.
 - ✓ Santa Run on 3rd December.
 - ✓ Sweet Tombola (Late Night Shopping) on 7th December.
 - ✓ Carols in Riley Park 14th December.

DECEMBER

- **Wreath Making**
 - **DJ** has booked the Pugin rooms for the event. Wreaths will need to be ordered before the 30th November.
 - **DJ** and **SM** need to check their purchases and confirm we have enough supplies for decorating the wreaths.
 - **DJ** has confirmed that we have applied for a TENS (and this has since been approved).
 - **SM** has confirmed the Pugin rooms have a fridge/freezer for drinks. **SM** to check with the church if we can gain early access to the Pugin rooms on 30th November after school to take put the beverages in the fridge.
- **Santa Fun Run**
 - We have lots of families taking part and have reminded those at the meeting to take pictures of their training and to ask friends/family to sponsor them via the goodhub link. **SM** to send **PG** Goodhub link.
- **Sweet Tombola**
 - **AM** has said we do have quite a few jars building up in the front office and some which are near the FoSP cupboard.
 - We have been told that the residents at Aubrey Residential home would be happy to help fill the jars. **AM** will contact the home and has suggested that the children can



help with this when the children go over next Thursday 23rd November. **AM** to feedback to **AW**. We could take some pictures of them doing this together. A suggestion was as we take pictures of the children reading with the residents we could take pictures of the residents helping.

- We currently have about 50 jars – ideally to make money we would need 300 but **DJ** has said we would be happy with 200 jars. Madeline has been helping making hats for the jars.
 - **AW** to go to school and assess how many jars we currently have next week and look how many donations there have been.
 - **DJ** to send reminders about the donations of jars and sweets as 7th December is approaching.
- **Carols In The Park (Riley)**
 - **AW** has volunteered to apply for a TENS for the event- **DJ** to coordinate.
 - Simon who manages the park will provide a tree again, help put the lights up and put the barrier up for the tree.
 - **DJ**'s friend will help with the bar.
 - **AW** to contact the Marlow Carols Singers to see if they would like to join.
 - St Peters Church newsletter will put this into their Sunday weekly letter to the parish nearer the time.
 - **Beverages**
 - As beverages are needed for the Wreath workshop and the Carols in the Park **AW** has suggested that he do an order for both events so we have good quality stock bought at a good price.

JANUARY/FEBRUARY

- *No events planned as it's the schools Golden Jubilee anniversary.*

MARCH/APRIL

- **Mother's Day**
 - **DJ** has asked the team to start looking out for good sales in January and **AW** has also suggested we should take advantage of Black Friday deals. **DJ** needs to confirm budget for the Mothers Day presents before purchasing stock if taking the advantage of Black Friday.
 - **DJ** and **AW** discussed the opportunity to change the name for Mother's Day and Father's Day gift Shops but after a discussion with everyone present it has been decided it is best to keep it as it is.
 - **DJ** has suggested to run the Mother's Day shop on the last three days of term again.



- **Easter Challenge**

- **DJ** is keen for us to do a challenge that requires little work from the team as very few people do take part.
- **SM** suggested painting stones for the children to find them round Marlow and pay to enter (like the Xmas windows).
- There was a discussion about making it a House Challenge as the children get excited about houses winning points.
- **DJ** and **AW** have suggested a penny war for each class.
- **AM** has reminded FoSP no money can be in the school.
- **DJ** and **AW** have said they are happy to take the jars at the end of each day.

JUNE

- **Father's Day**

- **DJ** wanted feedback on whether we have a shop or do something specific.
- **AM** suggested we could do something personal like personalized mugs. **DJ** has said we could do this through Cauliflower cards. **DJ** to look at Cauliflower website.

- **Spanish Night**

- Original date for Spanish Night was 22nd June. However **AM** has confirmed that the FHC rehearsal is on the 22nd and the Holy Communion is on 23rd June.
- After a discussion it has been decided to choose another Saturday to do the Spanish Night as we cannot guarantee who would be able to come.
- **DJ** to inform Pilar Botella and discuss further with **AM**.
- Pilar Botella is very kindly helping from Spain and will help organize the event from Spain with **DJ**.
- Key learnings from last time were to make sure we have low alcoholic drinks and also to make sure we notify all the neighbours.

JULY

- **Year 6 Leavers Disco – 19th July 2024**

- Time confirmed as 6.15-8.15pm (to give organisers a chance to prepare)
- Taking place in Marlow Bottom Village Hall.
- FoSP will be funding it, so will therefore take full responsibility.
- First aiders needed.
- Year 5 parents to chaperone disco.
- **DJ** to prepare a letter for year 6 and year 5 parents to let them know the details. They will need at least 5 parents (including a first aider).
- **AM** has offered to ask Jen Matthews who is the Health & Safety Compliance Officer for the Academy to help with the Risk Assessment.
- Photo booth and DJ have been organized and booked.
- The roughly cost for this so far is £300-£400.



- **Frozen Fridays**

DJ has confirmed FoSP will be asking each class to take responsibility for a Friday, this can be Frozen Friday or a bake sale whatever they would like to organize for one Friday afternoon each after school in the school playground under the shelter.

- **International Festival**

- This remains very popular. As we have so many families manning stalls we do need more volunteers for games.
- **AM** has suggested that the children get involved in running the stalls with the help of their parents. More game stalls are requested to entertain the children.
- Children could create some games.
- Although easier for FoSP to control when the IF is indoors, the children love to be outside and it gives us more opportunities to play a different range of games.
- **DJ** and **AM** to work out a date for this in July.

- **Colour Run**

- FoSP are keen to organize a Colour Run for the school as all years are really keen and it would be a great ending to a year for the whole school as well as year 6 leavers. It is something that needs to be thought out. **AM** said it would need to be after sports day – discussions were put forward for doing it the last week of term.

SEPTEMBER

- **Welcome Picnic**

It proved very popular and everyone is very keen to do it again! We had some feedback that maybe it could be later on in the day to avoid morning lessons and also enable to spend more money at the bar. Some parents from older classes were unsure if they were supposed to come as it was a Welcome picnic so assumed it was only for new parents, which is not the case. We will do better at advertising this next year.

- **Camp Night**

- **MB-F** has come up with a plan of what a Camp Night could look like for FoSP. FoSP has done this a few years ago so knows it can work.
- The idea would be to do food/bar/music/pitch sites/security/games/film.
- **DB** mentioned getting simple homecooked food for campers. Discussions surrounded doing a BBQ or bringing in a food truck.
- **DJ** mentioned as we will need to provide breakfast we could also provide food for the evening as well.
- **AM** has done a risk assessment before so this will be easily done, first aider would be needed.
- **DB** also suggested about getting a firepit. **DJ** confirmed Red Kite/Mr Edworthy has been approached for this.



- In discussion of dates it was then suggested we combine Welcome Picnic and Camp Night – sometime in September – this would avoid trying to get a date in before the end of Summer and also avoiding the SATS. **DJ** has said she would like to book Katy Kartwheel to perform. **Date TBA**

FoSP - AOB

- **Needing Voulnteers**
 - **DB** has suggested parents get housed points for their children if they volunteer for events plus they could then be offered a free drink at the event.
 - As parent numbers are decreasing due to school size we need to get the greater community involved.
 - **PG** has asked can FoSP do a meeting or introduce themselves to more parents after school.
 - **AM** has suggested FoSP coming to parents evening and introducing themselves and explaining what FoSP do- Feb next parents evening.
- **Tidy and Inventory of FoSP Cupboard**
 - FoSP need to do this over a weekend as it takes several hours. **CH** suggested we would need to do it in shifts.
- **Fridge**
 - **DB** has offered to find a 2nd hand one that could be donated to the school which FoSP can use for events.
- **Constitution**
 - **DJ** to speak to ParentKind as if we do adopt their constitution we cannot do our gifts to Mrs Sandalls and Mr Atkins, so she will get advice from ParentKind.
- **Treasury News**
 - **KM** has confirmed FoSP currently have a healthy bank balance of @£7k.
 - **DJ** has mentioned that she will send a letter or note to each class teacher to let them know that they have £100 as a gift from FoSP to spend as they wish for their class.
 - **AM** has suggested they can pay for it to avoid the charge of VAT and FoSP reimburse.
- **Licenses**
 - **FoSP** would like to let parents know what FoSP pay for with regards to subscriptions as its important they understand where money goes to,=.
 - **DJ** to show the current list we have to Mrs Sandalls to check what FoSP do and do not pay for.



- **Ideas for Funding**

- BMX Academy/Space Dome/T-Rex Visit – FoSP need to chat to see what could be a future idea for funding. **AM** mentioned that dance/musical workshops are popular as it doesn't cover a specific interest and everyone can try it.