

Bannerman Road Community Academy Parent Teacher Association Committee Meeting
Tuesday 26th September 2017, 7pm

Present: Lynsey Prewett (Head of School); Sarah Jones-Morris (Co-Chair); Rae Pears (Co-Chair); Zoe Banks (Co-Secretary); Cathleen Schmitke (Co-Secretary); Pete Herbert (Co-Treasurer); Chris Barrell (Co-Treasurer); Katherine Rooney

1. Apologies: Rob Wall

2. Minutes of the last meeting, 13 June 2017, were approved

3. Chair's Report

SJM sent a summary to Imrana Bashir over the summer of all the things that the PTA had achieved.

The outcome of Lucy Barrell's bid for art funding should be known soon.

Sustrans were successful in their bid to improve the Graham Road junction.

Safer Streets consultation to occur sometime in November. PTA to look at detailed plans and discuss before consultation.

4. School Report

CGST has now merged with Merchant's Academy Trust to form the Venturer's Trust. Both academies already had same overarching sponsor. It is hoped that this will make administration more efficient. New website as a result of this and new app coming soon where parents can be made aware of news and events through push notifications. Will also introduce ParentPay for ease of payments to the school.

School has sent a memo to all teachers requesting volunteers for a teacher PTA liaison for each year. So far have interest from Jo Knight, but waiting for confirmation.

5. Communications

Katherine Rooney has stepped up to the role of Communications Officer and will familiarise herself with Trello, the website and Twitter, getting in touch with Rob Wall if needed.

New website does not currently have a link to the PTA website but school is working on this.

PTA have been assigned a notice board outside the main office.

Action: Hannah Keenan to send KR any useful stuff to date.

Action: KR to make a poster for notice board.

6. Fundraising

a) Jen Davis, PE teacher emailed requesting PTA help to raise funds to buy gymnastics equipment. Since this email, school have informed committee that the Sports Premium funds have doubled for this year, so need to confirm with Jen what is still required.

Action: SJM to ask Jen what is needed with regards gymnastics equipment. (***This was actioned on 26 September 2017***). PTA to decide on spending for this.

b) The shed which was put up by the PTA has had to be removed as does not comply with health and safety as regulated by Venturers Trust. RP currently trying to re-sell on BS5 Booty.

Long term fundraising goal will be play equipment. School encouraged committee to source good quality equipment to ensure durability.

It was decided that PTA would focus on arts and music extra curricular activities this year (see email from SJM dated 26 September) and committee members were encouraged to register on the PTA website to research available

funding streams. As a registered charity with a bank account, wide variety of funding is available. PH may have some contacts at the University of Bristol's Music Department.

Action: KR to speak to parents to find out what kind of arts, dance and music children would be interested in. School are planning on making a memorial for pupil Trey who died last year. One idea is to make a mosaic which children can help create and include a section in it for Trey.

7. Events

a) Committee agrees that something needs to be done with Clothes for Cash. It was agreed to use the company which CB had suggested to begin with.

Action: CS to arrange Clothes for Cash collection.

It was agreed that hot chocolate sale could replace ice cream sale for colder months. Money raised could buy a freezer for summer ice cream sales. First one will take place on Friday 20th October. Issue of wastage and environmental impact using disposable cups was raised. School to give us biodegradable cups for first event. It was agreed that hot chocolate sales could run every fortnight to coincide with weeks that newsletter comes out. Last hot chocolate sale of term to take place on 15th December.

Action: CS to confirm newsletter weeks. (*This was actioned on 28 September.*)

Action: RP to take lead on 20th October hot chocolate sale, CS to assist.

b) It was agreed that a second hand uniform sale could be tied in to hot chocolate sale on 20th October.

c) Ape Project bike exchange can also be tied in to hot chocolate sale.

Future event which needs planning is the Christmas fair. Estelle Holland has some ideas for this. School has stressed that the Santa needs to be free of charge. School has a Santa costume for use.

It was decided that PTA would organise a Bingo and food night at the school. This to take place before Christmas holidays.

8. Finance

a) Summer fair takings were just over £600. The biggest expense was on food for the BBQ. Post-expenses, profit was £498 and current PTA balance is £518.

b) Application for bank account is in again and should be ready in couple of weeks.

Committee were made aware of adding Gift Aid to a chosen charity when purchasing items on Amazon, so could generate funds for PTA. This needs to be communicated to parents, especially in the run up to Christmas.

9. Safety and Wellbeing

As mentioned, detailed plans should be looked at as a PTA.

Action: SJM to find link for detailed plans and share with committee.

10. AOB

Email from parent Polly Procter regarding afterschool club originally to PTA has been dealt with by the school.

11. Communications arising from this meeting

There were none.

12. Date of next meeting

Currently being arranged on Doodlepoll to meet before October half term.