



**CHURCH
STRETTON
SCHOOL**

SOUTH SHROPSHIRE ACADEMY TRUST

**PARENT TEACHERS
ASSOCIATION**

Minutes from PTA Meeting May 9th 2018

1	Present:	Helen Howes - Chair Caroline Terrill – Secretary Stephen Nockolds Angela Pownall John Parr	Sam Scott - Treasurer Helen Davis Adrian Holt Eileen Roberts
2	Apologies:	Ruth Lawrence Lauren Slatter	Cathy Thomas
3	Matters arising from previous minutes	Caroline had spoken with Cathy and she confirmed that we could set up parents donating to the PTA via parentpay. We should need to confirm when to set this up. It was decided to wait as there are many requests in the Link at the moment for the PTA. All other actions from previous minutes are included in the agenda for this meeting	
4	New constitution	To be able to register as a charity, we need an updated constitution. Ade obtained a version of the constitution from Parentkind and added in our details. This constitution needed to be used without any changes and it was circulated to the PTA prior to the meeting. The constitution states that decisions could be made at a meeting of only 2 PTA members. It was decided that for our PTA, we would always want there to be at least 3 PTA members to be present for any decisions to be made. There was a vote and it was unanimous to adopt the constitution. This was signed by Helen H as chair and witnessed by John Parr.	
5	Charity status	Sam now has the updated constitution, so she can proceed to register the PTA as a charity.	
6	Data privacy	The law on data privacy is changing on 25 th May 2018 and Parentkind have issued guidance on how this impacts PTAs. Caroline had summarized this and distributed prior to the meeting. The PTA needs to minimize the data it holds and ensure it has consent to have the data. Caroline has a spreadsheet of people in the PTA who she sends all emails to. She will be asking for everyone to give consent for her to have this data and communicate about PTA matters. She will also ensure people are aware how they can be removed from this list. The list will be kept on her home computer, which is password protected. For any separate lists, e.g. for Mynd Drover volunteers or craft fayre stall holders, similar precautions are needed. Caroline will contact Cathy about interactions between the PTA and the school to ensure we are being compliant.	
7	Easy-fundraising update	There are still no new supporters for Easyfundraising since the last meeting. We will publicize again soon. For any future events, we will try to get people signed up at that event.	
8	Facebook update	Ruth and Angela are still trying to get Angela set up as an administrator for the facebook page. <u>Post meeting note</u> : Ruth has been successful and Angela is now an administrator.	

9	Mynd Drover	<p>We have received 90 bookings so far, which is a little down on previous years.</p> <p>More volunteers are needed to help out on the day, especially towards the end of the day in the kitchen. The volunteer rota is progressing, but please can everyone confirm to Helen when they can support the event this year.</p>
10	Craft fayre coordinator	<p>We have two volunteers who are going to work together on coordinating the craft fayre. Mairi Dugdale will take responsibility for booking the stalls and Chrissie Fox will coordinate the remaining of the activities. The PTA would like to thank Mairi and Chrissie for their support with this great event.</p>
11	Community Games	<p>The Community Games are on the 14th July 2018 and Alan Fox would like to know what we want for our stall, e.g. inside / outside, a table etc. As this is the French National Day it was suggested that we should do something French like Boules. It was suggested that we needed to ensure we had an update to date PTA board and flyers. We could also have a laptop so that we could encourage people to sign up for Easyfundraising.</p> <p>It would be useful to have someone coordinate this small event in terms of equipment and volunteers. If anyone is interested in doing this, please can they contact Caroline.</p>
12	Year 6 admission interviews	<p>The Year 6 admission interviews are from 3:30pm – 5:30pm on 19th and 20th June. We would like to have a presence at the interviews to encourage new parents to join the PTA. Angela has confirmed she can attend on both days and Helen D can attend on the 19th. An additional volunteer for the 20th would be useful.</p>
13	AOB	<p>Helen had been contacted about whether someone could run a Yoga session on the Mynd Drover route. It was agreed that if someone wanted to offer some yoga at the end of the walk at the school, with any donations going to the PTA, then this would be fine.</p>
14	Date of next meeting	<p>The next meeting will be on Wednesday 6th June at 5:30pm at the School.</p>