

# HONEYWELL SCHOOLS

Parents Teachers and Friends Association

## Minutes of the Honeywell Schools PTFA meeting held on 18 January 2012

**Attendees:**

Jane Dunnill -5W  
Charlotte Mellis - 5W

Ali Abraham -Holly  
Jennifer Athill - Nursery  
Carolyn Bowes -Holly  
Jacquie Armstrong - Papaya  
Dyan Clements - 6DQ  
Jackie Morris - 6B  
Nathalie Smith - 4WD  
Sharon Careless Mango

Alison Glover -6R  
Susi Dunn - 4J  
Annie Bonney- 4J  
Karen Schumacher 5JW  
Ben Abel - Palm  
Kate Jackson -3B

Duncan Roberts –  
Headteacher  
Jane Neal - Headteacher

Claire Nicholls – Co-Chair  
Jennifer Bath – Co-Chair  
Karine Sapin – Treasurer  
Meagan Leggett – Secretary

1.	<p><b>Welcome and Thanks</b></p> <p>CN welcomed everyone to the meeting and thanked the many volunteers who had organised events since the last meeting:</p> <ul style="list-style-type: none"> <li>• Shopping evening: Pip Michiels and Lisa King</li> <li>• All parents who helped run stalls, set up and clear up, count cash etc at the Bazaar and the Infants teachers who helped on their stall. Special thanks to the Bazaar organising team of Ann Devlin, Sharon Careless, Laurel Lefkow and Caroline Armstrong.</li> <li>• Linda and Diana, the Jam ladies</li> <li>• Honeywell Merchandise team: Kim Gonthier and Jane McIntosh</li> <li>• Honeywell Gear team: Alice Bayly and Bronwyn Fife</li> <li>• Christmas Tree team: Jennie Appleby, Jo Gabriele and Sia Sayers</li> <li>• Rick Woollard and Doug Barber, Christmas DJs</li> <li>• The many parents who helped to supervise the discos</li> <li>• December cake sale: 6DQ</li> <li>• Christmas wreath sale – Apple Class- Emma Corden, Joanne Brack, Julie Rimmer, Julia Beer and Apple parent helpers</li> <li>• Sting Editorial Team (Sophie Callender and Erica Brewer, plus Sting contributors)</li> <li>• Palm class for drama workshop esp Emily Travis</li> <li>• January Cinema night 3K Mariola Escauriaz , Jess Jones, Eugénie Vanoye</li> <li>• Patricia Morse for another successful term of Abel and Cole fruit and veg bags</li> </ul>	<b>Action</b>				
2.	<p><b>Treasurer's Report</b></p> <p>KS reported that over £16k has been raised so far this year. Since the last meeting, money has been raised from the following fundraising events:</p> <ul style="list-style-type: none"> <li>• Shopping Evening £1.4k</li> <li>• Christmas Bazaar £6.1k profit (on takings of £8.9, with some expenses still to be claimed and deducted)</li> <li>• December Cake Sale £250</li> <li>• Christmas Trees £1.6k</li> <li>• Festive flowers over £600</li> <li>• Cinema night over £400</li> <li>• Honeywell gear £200</li> <li>• Merchandise over £900</li> <li>• Linda and Diana £750 (sale of jams)</li> <li>• Disco £600</li> <li>• Drama workshop over £100</li> <li>• KS reported that the amount given per term to the schools as a general donation will be increased to £1000 per school per term (from £750 in previous years), effective from September.</li> <li>• KS reported that there are funds have built up in the PTFA's bank account which is the result of funds raised in previous years not being allocated to specific expenses. This means there</li> </ul>					
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; padding: 5px;">                 Claire Nicholls Co-chair <a href="mailto:claire.hollinghurst@talktalk.net">claire.hollinghurst@talktalk.net</a> </td> <td style="width: 25%; padding: 5px;">                 Jennifer Bath Co-chair <a href="mailto:jenniferbath@me.com">jenniferbath@me.com</a> </td> <td style="width: 25%; padding: 5px;">                 Meagan Leggett Secretary <a href="mailto:meaganand_jon@f2s.com">meaganand_jon@f2s.com</a> </td> <td style="width: 25%; padding: 5px;">                 Karine Sapin Treasurer             </td> </tr> </table>			Claire Nicholls Co-chair <a href="mailto:claire.hollinghurst@talktalk.net">claire.hollinghurst@talktalk.net</a>	Jennifer Bath Co-chair <a href="mailto:jenniferbath@me.com">jenniferbath@me.com</a>	Meagan Leggett Secretary <a href="mailto:meaganand_jon@f2s.com">meaganand_jon@f2s.com</a>	Karine Sapin Treasurer
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	<p>is an additional £50k (£25k per school) available and the aim is to use this as part of the current year's spending plans (see below)</p> <ul style="list-style-type: none"> <li>• KS requested that class reps/event organisers please send her an email on <a href="mailto:karine_sapin@yahoo.com">karine_sapin@yahoo.com</a> with a copy to Ben Abel, PTFA book keeper (<a href="mailto:benabel@btinternet.com">benabel@btinternet.com</a>) when events takings have been put in the school safe.</li> </ul>	
3.	<p><b>2011/12 Spending Proposals</b></p> <p>The Heads reported on progress they have made in planning for this year's spending/fundraising focus, the schools' outdoor environment:</p> <ul style="list-style-type: none"> <li>• JN explained that the Infants school emphasis will be on the enhancement of the garden, including building play structures, as well as improving the bike park and adding some small fixed structures to the Reception playground area. A working group of Karen Holton, Fiona Arnold and Jane Neal has been set up. The group aims to define the scope and costs of the proposals by April.</li> <li>• DR has received some quotations for outside improvements and is now refining the scope of the work. The Junior school playground must be clear for fire access and so no structures can be built. The project is being lead by Miss Baer and Miss Wilson, with involvement from the School Council. Plans will be complete by the end of the term with construction in the summer.</li> </ul>	
4.	<p><b>Forthcoming Events</b></p> <ul style="list-style-type: none"> <li>• Call My Bluff 27 January</li> <li>• Valentine Cake Sale, Friday 10<sup>th</sup> February</li> <li>• Bug Busting fortnight begins</li> <li>• Second hand children's books sale being run by 6B. It was agreed to hold this on World Book Day, 1<sup>st</sup> March.</li> </ul>	
5.	<p><b>Volunteers Required</b></p> <ul style="list-style-type: none"> <li>• Summer fete – Dyan Clements has volunteered to help organise this event and more people are needed to supplement the team</li> </ul>	
6.	<p><b>Book Donations</b></p> <ul style="list-style-type: none"> <li>• Amazon Donations – The schools have compiled wishlists of books on Amazon.co.uk. 15-20 donations were received by the Infants school in the pre- Christmas period. The book list stays on Amazon and is continually updated, so when ordering on Amazon, parents/friends can add a book donation to the school.</li> </ul>	
7.	<p><b>AOB</b></p> <ul style="list-style-type: none"> <li>• Christmas Bazaar Feedback Forms – the Bazaar team are still looking for feedback from most classes. Forms are available on <a href="http://Honeywell PTFA website">Honeywell PTFA website</a> and should be returned to Sharon Careless: <a href="mailto:sharon.careless@btinternet.com">sharon.careless@btinternet.com</a></li> <li>• It was agreed that there would be further efforts made to communicate the PTFA's online giving facilities, possibly involving children's artwork.</li> <li>• The Co-Chairs and Heads will consider an event proposal for the screening of the England v France football match in June, suggested by Roger and Carolyn Bowes</li> <li>• Honeywell parent Nathalie Smith and a group of interested people will be meeting a Local Councillor and MP to discuss possible future ways to encourage use of the Northcote library, as the Council intends to invite tenders for the management of the Library. Interested parents should contact: <a href="mailto:natalie@montholme.eclipse.co.uk">natalie@montholme.eclipse.co.uk</a>.</li> </ul>	
8.	<p><b>Date of Next Meeting</b></p> <p>Wednesday 7th March 2012, 7.30pm</p>	

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