

HONEYWELL SCHOOLS

Parents Teachers and Friends Association

Minutes of the Honeywell Schools PTFA meeting held on

15 June 2011

Attendees:

Bianca Rowan – Cherry
 Caroline Trenton – 6DW
 Marielle Albers - Papaya
 Marie-Alice Leclezio -4SB
 Polly Edmunds - Cherry
 Alison Ashton – Papaya
 Juliette Rohde – 4H
 Maria Dempster – Willow

Annie Clemenger – 3J
 Vanessa Coleman – 3J
 Charlotte Hucker – Maple
 Victoria Davies – Palm
 Charlotte Mellis – 4SB
 Bupp England – 4W
 Ginny Sackur – 5JW
 Linda Reader – Friend
 Eugénie Vanoye - Mango

Duncan Roberts -Headteacher
 Jane Neal - Headteacher

Claire Mickley – Co-Chair
 Jen Bath – Co-Chair
 Mark Horley – Treasurer

Apologies

Meagan Leggett – Secretary
 Liz Wakefield – 3W
 Claire Nicholls – 4H
 Beth Karas – Willow
 Jo Goddard – 3K
 Katie Kinch – 3K

1.	<p>Welcome and Thanks</p> <p>CM welcomed everyone to the meeting and thanked the volunteers who had organised events since the last meeting and during the school year:</p> <ul style="list-style-type: none"> • Walk to School Week – lots of people helped hand out stickers and ribbons • Second-hand Clothes Sale – Year 3 • Promises Auction – Liz Wakefield, Amanda Edgcumbe, Pip Michiels, Lisa King, Andy Wilson-Smith, Sarah Heaney, Miranda Moreno, runners • Cake Sale – Class 4W • Book Sale – Class 6DW • Cinema Night – Rob Howarth • Abel & Cole – Patricia Morse • Honeywell clothing – Alice Bayly and Bronwyn Coltman • Vouchers – Becky Atkinson 	Action
2.	<p>New Co-Chair</p> <p>We are very pleased to announce that Claire Nicholls has offered to take up the Co-chair role when Claire Mickley leaves at the end of this term having completed 2 years in the role.</p> <p>New Treasurer</p> <p>Karine Sapin will take over from Mark Horley from next year.</p> <p>We are very pleased to have filled these 2 critical roles so that the PTFA can continue to support the school with a full programme of events.</p>	

<p>Claire Mickley Co-chair 020 7223 9204 claire_mickley@yahoo.co.uk</p>	<p>Jennifer Bath Co-chair 07788660707 jenniferbath@live.com</p>	<p>Meagan Leggett Secretary 020 8673 8826 meaganandjon@f2s.com</p>	<p>Mark Horley Treasurer 020 7228 2680 m_horley@yahoo.co.uk</p>
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3.	<p>Treasurer's Report</p> <p><i>Promises Auction:</i> We made £32k on this event – an amazing achievement. This is double the amount raised 2 years ago.</p> <p><i>Second Hand clothing sale:</i> £560</p> <p><i>Infant greeting cards:</i> £44</p> <p><i>Cake Sale 4W, 26th May:</i> £291</p> <p><i>Book Sale:</i> £tbc</p> <p><i>Cinema night 14th June:</i> £410 from ticket sales, and the organizer Rob Howarth managed to secure £200 sponsorship from Douglas and Gordon for this event.</p> <p><i>Papaya class fundraising, book swapping evening:</i> £140</p> <p><i>Abel & Cole:</i> Now passed £3000 raised since September.</p> <p><i>On-line shopping:</i> £198 raised since launch in September.</p> <p>We have significantly surpassed our target of £46k for the year and have already transferred all the funds to the school so that they now have £2k for each classroom to spend on re-vamping their reading corners. We are in the position where we now have another £20k to transfer to schools now, and we expect to have another £10k to give to the school at the end of the year.</p>	
4.	<p>Summer Fete</p> <ul style="list-style-type: none">• There are still lots of second hand clothes and books that we would like to sell at the summer fete. We will need at least 1 adult to work with Year 6 children to sell on single stall to include White Elephant items and tomato plants! Ideally the adult would be a Year 6 parent. Mr Roberts is enthusiastic and will organize Year 6 volunteers.• We also have 4 groups of year 6 pupils who want to run their own stalls and year 6 are also keen to help with the chips stall. Mr. Roberts will organize the rotas and send to Bianca.• Don't forget to decorate your stall! It doesn't take much (a couple of balloons) and makes a great difference.• Reminder to all stall holders to organize / borrow a gazebo for their stall if possible.• A suggestion was made to sell raffle tickets on other stalls, e.g. Strawberries & Cream, Linda & Diana produce. We agreed that this was a good way to raise additional funds, just need to keep floats separate.• Country dancing to start at 12 when fete opens.• Timetable for the afternoon: 2.45 H Factor, 3.15 Raffle draw.• We are struggling for volunteers for face painting – the idea was raised to involve the kids in doing the painting. Mr. Roberts will add this to his list of Year 6 volunteers.• More volunteers needed for clearing up and for counting the takings.	

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5.	Forthcoming Events <ul style="list-style-type: none">• PTFA Drinks – Wednesday 6th July. From 6.30 – 9.30 in the garden. Invitations to be sent out next week• Junior Tombola – Thursday 7th July after school in Junior playground• Cake Sale – July – Maple Class• Car Boot Sale – September 2011, date tbc. Lucy Broadley will run this. We will finalize a date before the end of term• Disco – Autumn Term 2011. Roger and Carolyn Bowes have offered to run this.	
6.	Class Reps <p>Current class reps need to identify their successors by the end of this term. Class drinks are a good time to target people! Please forward all names to Meagan who will coordinate the list. It's really important to have everyone in place so that the beginning of next term goes smoothly.</p>	
7.	Aob <p>Linda and Diana have kindly donated a gazebo to the school. The PTFA will store it in the cellar.</p> <p>Mr Roberts requested whether we have any contacts within the parent body who work in the publishing industry given the volume of the order that we are about to put forward for the book corners.</p> <p>Need to buy blue plastic trays (and wine glasses!) from IKEA as a number of them have been inadvertently disposed. If anyone is going soon, please get in touch!</p> <p>A request was made to lock the infant bike area at the weekend following a recent theft</p>	
8.	Date of Next Meetings <p>PTFA AGM – 21st September 2011</p>	

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