



The Priory Primary School  
Pamber End  
Tadley  
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[www.theprioryprimaryschool.org.uk](http://www.theprioryprimaryschool.org.uk)  
c/o Simone White  
Tel. 07599 131417  
Registered Charity Number 1096169

## **The Priory Parents Teachers Association Meeting**

**8<sup>th</sup> January 2020**

### **1. ATTENDEES:**

Ben Candy	Chair
Simone White	Secretary
Teri Heathcote	Committee Member – Parent & Teacher
Jenni Saunders	Committee Member – Parent
Fiona Holdroyde	Committee Member – Parent
Sarah Osment	Committee Member - Parent
Mike Stewart	Head Teacher
Ellie Candy	Parent
Natalie Beldom	Parent

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### **2. APOLOGIES:**

Nancy Burghes	Treasurer
Clare Lissmann	Committee Member – Parent
Alison Elmore	Committee Member – Parent
Sarah Dillow	Committee Member – Parent
Andy Nagalweski	Committee Member – Parent
Helen Nagalaweski	Committee Member – Parent
Catherine Galbraith	Committee Member – Parent
Ali Elmore	Committee Member – Parent
David Cripps	Committee Member – Teacher
Prubie Sahota	Parent
Kirsty Northcote	Parent
Charlotte Clint	Parent
Hayley Leach	Parent

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### **3. RACE NIGHT IN COLLABORATION WITH RAMSDELL**

- Janet and Peter Marwick, from Ramsdell New Village Hall Committee, were welcomed for this section of the meeting, together with Julia Burnett who was dialled in remotely.
- Agreed: Friday 7<sup>th</sup> February, 7:30-11pm, Priory School Hall.

- £5 ticket to include food (Priory to sell in advance)
- Bar serving drinks all evening (Priory to own)
- Raffle with tickets for sale on the evening only (Priory & Ramsdell to seek prizes)
- Racing/Tote (Ramsdell to own)
  - 8 races including the final Championship race / 50p per tote / £5 to own a Jockey
  - Winnings from each race to be split 50/50 between race winners & event fund pot. Rosette for each jockey placed 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup>. Sash for overall Championship winner.
- Charlie Holroyde to compere
- Profits to be split 50/50 between Ramsdell & the Priory.

#### 4. AGREEMENT OF PREVIOUS MINUTES

The minutes from the PTA meeting held on 16<sup>th</sup> October 2019 were agreed as accurate by the committee and signed by the chair.

#### 5. MATTERS ARISING FROM PREVIOUS MINUTES

- School branded uniform is very expensive
  - Review of school uniform including current selling price and mark up. **Action: Nikki + uniform working party**
  - Review cost & quality of the school jumpers & cardigans. **Action: Nikki + uniform working party**
  - Sale of second hand uniform to be pushed & reviewed in conjunction with new uniform. **Action: Emily Sykes + uniform working party**
- Committee to consider how to encourage and receive ideas of fundraising from parents/carers (Suggestion box, Comms through Class Reps, Online suggestions through dedication website/questionnaire). **Action: Ben/Simone**
- Funding – Grants4schools has been set up & Greenham Common to be investigated along with any others. **Action: Fi to investigate criteria for each potential funder and report back to agree which funds we would like to access.**
- Coffee Mornings – these attracted a few new YR parents which was the intention. It was suggested that pre-pickup may be a better time of day. **Action: Simone to arrange a pre-pick up coffee afternoon each half term.**
- Local primary schools PTA networking/ideas sharing get together - Simone advised that she had received a very positive response from local schools with Ashford Hill, Sherborne Saint John, Silchester, Bramley, Kingsclere, Tadley School and Bishopswood all confirmed they would be interested in attending this. Awaiting a contact for Burnham Copse. Mr Stewart confirmed that he would be delighted for this to take place at the Priory & asked to express the school's interest for organising jointly any hubs for school high level training (for example Chris Quiggle). **Action: Simone to set a date & organise at The Priory.**

#### 6. TREASURERS REPORT

- Simone presented the Treasurers Report on behalf of, and prepared by, Nancy who was unable to attend (attached).
- Highlights:

- £5,600 raised at the Christmas Bazaar.
  - £34,800 Total PTA Funds in Bank Account & cash (includes £24,000 committed for items to school).
  - £8,900 Available funds for school spending.
  - Some options were discussed which would enable the funds available to school to be immediately increased to up to £15,000, if this was deemed favourable by school. This increased availability of funds could be achieved by reconsidering, and then releasing, funds which have previously been agreed to be ring-fenced during the previous academic year & beyond which may no longer be priority. Items which could release funds include: Garden Project funds (agreed pre BUPA funding but still ring-fenced), Books, Laptops, Outstanding school trip money 18/19 & decreasing the PTA's contingency on school trips for 19/20 in line with the schools forecast. **Action: Mr Stewart to discuss ring-fenced items with Maxine & advise.**
  - Nancy will happily go through the Treasurers Report with anyone who wishes to.
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## 7. FUNDING FOR KEY SCHOOL PROJECTS

- **LIBRARY (In Progress, £10K PTA funding previously agreed)**
  - Mr Stewart updated the committee on the library progress, advising that library reconfiguration, decoration and kit out with furnishings will commence during the February half term week (total cost of £8K). Mr Stewart presented the chosen library design which is to be mobile in order to future-proof (also cheaper as well as most aesthetically favourable).
  - The remaining £2K committed by the PTA will be used to purchase new books.
  - Mrs Lissmann kindly donated a computer for library use.
  - The new library will be for use by the whole school.
  - Mr Stewart advised that he is looking to have a member of the school's community come in to school to help organise the books, promote reading and generally manage the library on a voluntary basis. This only needs to be a couple of hours per week. School will try to arrange for the volunteer to work with a member of the school's library service to get a really good idea on how to create an inclusive and engaging library provision. **Action: All – contact the school office if you are, or know of anyone, interested (DBS clearance would be required & can be arranged by the school).**
  - Ben advised that local libraries usually offer a free service to sort/make recommendations on your library layout. It was also mentioned that it might be prudent to contact Mrs Eatwell (a previous member of the Priory teaching team) at Tadley Library to see if she could help in any way.
- **CLASS SUITE OF iPADS (PTA previously agreed for this to be the next project to fund. No funding amount agreed as yet but gestimated to be in the region of £15,000)**
  - Apple laptops for teachers have already been purchased using school funds and are being utilised.
  - Mr Stewart advised that the next stage would be to buy a bank of 28 iPads (or similar) in order to kit out a class at any one time. In addition to this, kit

would be required in order for the iPads to link to the network and allow multi downloads to the devices, etc. **Action: Mr Stewart to advise of cost.**

- Ben advised of educational discount on the apple website & has started conversations. **Action: Ben to pass details onto Mr Stewart.**

- **GROUNDS DAY (March)**

- Mr. Henry, is planning a Priory Grounds Day where we will encourage as many parent volunteers to give up one day to help develop the outside environment (at first focusing on the back-playground area). **Action: All - if anyone knows any parents with a background in landscaping, or architecture and would be interested in helping shape the school environment, please let the school office know.**

- **BACK PLAYGROUND RE-VAMP**

- Mr Stewart advised that, following the class suite of ipads, this is likely to be the next big project he would like the PTA to support. **Action: Fi to look into any accessible 'big' funding for this, including Greenham Common**

- **IMAGINARIUM SENSORY ROOM**

- As previously discussed, transformation of the Immaginarium to a fully kitted out sensory room.

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## 8. CHRISTMAS BAZAAR DE-BRIEF

- £5,600 raised! A huge well done to all involved. Jenni expressed an especially big thank you to Prubie for her excellent efforts in securing £1,400 in business sponsors.
- Deemed a huge success as a lovely family event. A great balance of stalls & activities for the children. Card Game was back & was a big hit as well as the biggest money making 'games' stall - to be kept in future years.

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## 9. FUTURE EVENT DATES CONFIRMED

- Race Night (7<sup>th</sup> February 2020 – Simone & Jenni)
- Easter Event organised by school.
  - **Action: Mr Stewart to enquire if school can claim gift aid & if any assistance is required from the PTA**
  - **Fi advised of £250 Randells had previously agreed as sponsorship for the Easter Event**
- Quiz Night – postponed to May. **Action: Jen/Cat/School to agree date.**
- Summer Celebration (13<sup>th</sup> June 2020 – Andy Nagalaweski)
- Bag2School to continue (organised each half term by Simone White). Next collection Friday 7<sup>th</sup> February.
- Second-hand uniform to continue (organised by Emily Sykes)
- 200Club to continue (organised by Nancy Burghes)
- New YR photos to continue (organised by Sean Dillow)
- Amazon Smile to be promoted. **Action: Ben**
- Corporate Fund Matching to be promoted. **Action: Ben**

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**10. A.O.B.**

- To minimise/stop teachers from continuously spending their personal money on classroom items/resources, Simone suggested a 'Wish Tree' to be made & displayed which has worked really well at a local school. Teachers write their 'wishes' (i.e. pencils, paper, pencil sharpeners, craft, ingredients for baking, books, cushions, etc.) on removable leaves of the tree that parents can 'pick off' if they wish to purchase & donate the item. **Action: Simone to provide a picture to Mr Stewart.**

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**11. DATE OF NEXT MEETING**

- Wednesday 26<sup>th</sup> February, 8pm. Venue TBC

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Minutes signed as accurate:

Date:

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