

PENS MEADOW HOME AND SCHOOL ASSOCIATION

(Registered Charity No 507259)

Minutes of Meeting at 9.30am on Thursday 4th July 2019 at Ridge Hill

1. Attendance: Emma Keefe, Clair Lester, Kerrie Mason,
Lee Mason, Ann Pearson, Wayne Pearson, Ecaterina Szabo, Linda Crockett
2. Apologies: Sally Cartwright, Steph Jasper, Eve Oakley
3. Report of the Treasurer: Eve will have an up to date report ready to be presented at the next HSA meeting
4. Matters arising from Minutes of the Previous Meeting
 - Going To the Beach Day. Monday 8th July

Clair has organised this at Himley Hall 'Beach'; entry is to be free and the Beach will be closed to the public for the day. Midland SuperCream (resident ice cream man) will provide a choice of 3 varieties so there is something to suit all our pupils/students except those very few who have nil by mouth: ice cream cones, ice cream tubs or ice lollies. Val and Ange have organised a rota for buses and classes who will have time slots. This includes Post 16 students except those who will be out on pre-arranged trips. It is scheduled to finish at 1.45. Clair will pay by card, present the receipt to HSA and we will reimburse her with a cheque.
 - Anthony Cokely's Leaving Present: Photographs have been taken to be put in an album. HSA agreed at our meeting on the 6th of June to pay for this, though the exact cost is not yet known. Photographs have been taken in school on iPads so it will be a highly appropriate keepsake. The album will be presented at the Lower Phase Achievement Assembly tomorrow morning (5th July)
 - Contribution to the Young Promotors' Celebration

As agreed, Linda referred Becky's request to Marie for HSA to add funds to enable the Young Promotor's to go out for a celebratory meal and Marie felt it is within our remit as it would be an enhancing experience for them. It was a celebration of their achievement in organising Circus Berzercus so successfully and making a profit of £32. We are giving £70, as agreed at the meeting of 6.6.19, to top this up to enable them to have a meal costing £10 each
5. Summer Fete: All agreed this was a successful event despite the weather!
 - Gross takings: £603
 - Raffle: thanks to Maggie and Gill who had their usual success. Also, thanks to the 'wrapping party' held on the previous Thursday (13th June) when Emma, Kerrie, Sally and Sue wrapped the prizes in cellophane making them more attractive
 - Tombola: thanks to Emma for 2 large hampers (1 child's, 1 adult's) and smaller ones. The pre-printed tickets sold well on the day and during the following week before the draw on Monday 24th.
 - Refreshments: The BBQ was abandoned because of the weather; all refreshments were sold in the Food Tech room and were popular. Thanks to Sally and Sue. All reimbursements have now been made and will be detailed in the Treasurer's Report. Maggie has sold some of the remaining cans

- Animal Man: was very popular after a slow start (as there was for the rest of the Fete). It was costly and the viability of having him next year was discussed. It was suggested that it would be better to reduce the cost by having him for 2 or 1 ½ hours rather than 3 and all agreed the charge should be £1 per person rather than £2 per family. The general feeling was that with these adjustments it would be worthwhile to have him again, largely because of the interest and enjoyment people experienced from their visit as a family. We will discuss this further in light of the Treasurer's Report
- Bouncy Castle: was popular and well worth the £100 cost
- Stalls did well – stallholders were pleased. They each paid the £10 fee to Sue Wale on the day
- Blue and Red had a combined stall/activity room which was a success, thanks to Val and Karen
- Face Painting was very popular, thanks to Alice
- Donated refreshments: all agreed next Fair /Fete we should approach outlets to request donated refreshments eg Greggs and Subway (both donated last year), Papa John's Pizzas in Pensnett

6. Resource Requests

- Craig's orders for Yellow Class have been delivered at a total cost of £217.23. This was paid to Amazon by Linda's card and she has been reimbursed by cheque.
- Carrie's order for playground equipment: Linda and Carrie were meeting at 1pm (on 4.7.19) to discuss which items on the order need to be changed to be more robust. Linda will then go ahead with the rest of the order whilst Carrie chooses items in place of those identified as needing to be stronger.

7. Singing Hands Visit:

Details will go in Home-School diaries, on the school website and on Parent Voice

- At Post 16 on Wednesday 17th July for 2 performances, 11am and 1.30pm with a repertoire of pop tunes etc.
- At Ridge Hill on Thursday 18th July for 3 performances, 9.30. 11am and 1.30 with nursery rhymes etc.
- The remaining half of the fees + forms with all required information were sent off this week: a cheque for £961.30, + information including the name, address and telephone number of the Dudley (Kingswinford) Premier Inn; named contacts: Gavin Lees for Post 16, Angela Sidaway for Ridge Hill; Linda's personal mobile number for emergency contact.

8. Tesco Bags-Of-Help Grant – it was agreed to discuss this at the next meeting

9. An Evening With Emily – thanks to Kerrie who has got a FREE booking at Pensnett Social Welfare Club on Friday 4th October. A letter of thanks for the free booking has been sent to the manager. The event is booked with Emily.

- Notice of the event: Emma will put a notice on the Parents Voice page this term with the date, venue and Emily's involvement, and it will go on the HSA page on the school website. We will do flyers and posters at the beginning of next term.
- HSA Raffle Tickets will be printed with a covering letter inviting parents who wish to purchase them to send stubs and money in a sealed envelope into school. The letters with tickets will be sent in home-school diaries nearer the time
- Raffle Prizes We have a £10 voucher from Davis Bakery as a prize and an official HSA letter requesting a donation will be sent to Intu at Merry Hill as we have been told they will then will donate a £15 voucher. Kerrie offered to go to outlets in Merry Hill with the donation letter for more donations and Wayne offered to take a letter to a small animal zoo that he knows of to see if this outlet will donate a voucher for a free family visit.

10. End of Term Ice Creams:

Maggie has booked the usual Ice Cream Man (Midlands SuperCream) to visit on the last day of term, 1pm at Ridge Hill, 2pm at Post 16 and HSA will fund the cost of the ice creams.

11. Fire Station Car Wash – Sue continues to enquire at intervals but the Fire Station is unable to manage this at present.

12. Any Other Busines

- Team Pens Meadow: HSA's congratulations are sent to all those who took part: Families Coming Together Site-Site Walk was successfully accomplished by several classes on Friday 21st June with some family members joining them. The occasion was greatly enjoyed and hopefully raised considerable funds for Family Outreach
- Snowdon Challenge was successfully completed on Saturday 29th June by an intrepid team of 25 parent/carers, staff and friends of Pens Meadow School. Donations to GoFundMe are being channelled through HSA to Family Outreach
- Parent Mail: Being limited by GDPR to sending notifications of meetings and events etc through home-school diaries alone is resulting in several of our families not knowing about HSA news, although all notices are definitely sent out. The possibility of HSA sending a letter to all parent/carers inviting them to opt in to receiving our notifications by Parent Mail, with a form at the bottom for them to fill in and return if they wish to do this, was suggested. Linda is to discuss with Alison whether this would enable us to use Parent Mail and still comply with GDPR, and if so whether it would be feasible for Admin to easily manage a system with HSA notifications etc. being sent by Parent Mail to just those parent/carers who had opted to receive them by that method, whilst continuing to send information etc in the home-school diaries as usual
- Date of the next HSA AGM: This was changed from Thursday 14th November to Friday 15th November at Post 16, as Eve Oakley, Treasurer, is likely to be able to obtain leave from work to attend on a Friday.

13. Date of Next Meeting: 9.30am on Thursday 12th September at Post 16

The meeting closed at 11am