

SMSA Meeting
Thursday June 21st, 7.30 pm in the Junior Hall

SMSA AGM

Introductions & welcome from the Chair

Present: Lynne Riley, Ruth McBurney, Claudia Wordsworth, Karel McNamee, Tessa Cowsls, Jessica Worthington, Karel Revel-Chion, Amanda Szewczyk-Radley, Lorna Ross, Caroline Bystrom, Jenny Taylor, Rachel Maynard, Clare Leach, Alicia Pivaro, Sarah Brown, Lawrence Penn, Rachel Wingfield, Sharon Lampi, Sally Holyland, Kate Waine, Julia Weiner

Apologies: Trish Littler, Chris McNeil

Review of the year

Lynne Riley

Lynne opened the meeting with a speech about the past year. She spoke about the role of the SMSA and our main purpose which is as a fundraising body to help support the children in their education and well-being at the school. We do this by listening to what Teachers and Governors say are the key issues. It is not a body that is in charge of the school, but a body for helping to support the school. One of the primary keys of the SMSA is to have fun, raise lots of money and make friends, all for the benefit of the children. We should view the SMSA as a triangle with the teachers and school on one corner, the Governors and the SMSA on the others and the children in the middle. The key is that we all communicate and find out what everyone would like in order to achieve our goal, as we all have the same goal –to enrich our children’s lives.

It has been a year of change – Karen Revel-Chion took over from Bill Nathan as the Chair of Governors. Amanda is leaving after 3 years as Head, with Lorna Ross taking over. Lynne would like to thank Amanda and wish her the best for the future, and commented on the close links and excellent communication there has been between Amanda and the SMSA.

Lynne also spoke about the SMSA events over the past year. There have been 14 major events as well as some smaller projects. Apologies if any left out. Some have been fundraising events, others just for fun (New Parents Evening) and others for info such as Secondary School Evening. The Year 7 & 8 children came back to represent their new schools and there was a great turnout.

The Classical Music Evening, was a new event, headed by Jonathon Murphy. This was huge fun and we hope to run again.

Fireworks Night was a great success and Lawrence Penn has now taken over from Trish Littler as organiser.

Christmas Fair run by Ruth McBurney.

Panto was The Wizard of Oz. Lots of people helped out with this and Steve McCabe made a very fine Dame.

Quiz night was run by Lawrence Penn and Jo Oppenheimer. Ruth McBurney mentioned that the winning team really enjoyed the Olympic tour.

Family Fortunes – this was a new event which was run fantastically well by Rachel Maynard and Claire Heseltine. It was suggested we could maybe go for Blankety Blank next year.

School Disco – run by Lorraine Wells. It made a profit this year and money was used to buy Pritt Sticks for the school.

Scrabble Festival run by Lynne, Adam and Jack. All the kids really enjoyed it and Lynne mentioned that a scrabble club may start next term.

Jubilee Party was a very fun day with Punch and Judy, traditional country dancing lessons, a street party and our very own queen (Katy Brittain). Lynne also thanked Claudia for all her help.

Footie Funday was as successful as ever and had record takings this year.
Fun Run – the takings were up on last year but down on 2 years ago
We still have the Summer Fair and the Camp Out coming up this term.
Battle of the Bands and New to You sale happening next term.
We have also raised lots of money from Cake sales, Christmas Cards and puddings, school shopping bags, shopping through SMSA website etc.

We've committed funds to some big things this year, major commitments being books as part of the school curriculum, and furniture. We have also funded the stage extension, the new cooker in the science room, as well as many items for individual classes, funded by cake sale proceeds.

Lynne also wanted to thank all the parents for running, helping and even just turning up to events. In particular Lynne wanted to say a big thank you to Trish Littler, who's leaving this year. She also wanted to thank Amanda and the teachers with whom she has had a close link with over the year and to Karen and the Governors. Tessa and Dee in the office, who have been amazing and last but not least Troy and Maurice.

Finally, Lynne had her own 'wish list' for the following academic year: She said that it has been lovely to see lots of new faces getting involved and hopes to see even more 'new' parents getting involved. She would like to continue to work closely with teachers and governors next year, to define financial priorities, and maybe focus on one big fund-raising agenda. Lastly and most importantly she wants everyone to have fun.

Karen Revel-Chion thanked the SMSA for creating such a fantastic environment.

Treasurer's report

Tessa Cows & Karel McNamee

Accounts from April to March attached (family fortunes missing as took place in April)

The SMSA has pledged £7000 for the maths project and £10,000 for internet upgrade

Lawrence asked if there was potential for SMSA to claim gift aid. Jenny Taylor mentioned that Sarah Rayment had looked into it in the past and thought there had been a problem. Karen thought it would be very difficult to administer. The Governors fund is much easier as monthly donations.

It was agreed by everyone that the SMSA should not pursue.

Changes to the Constitution

Lynne Riley

SMSA bank account has moved from Lloyds to Barclays and we now have 1 rather than 2 signatories for cheques. There are 3 debit cards and 3 people authorised to sign cheques. Lynne asked how people felt about there only being 1 signatory. The argument being due diligence - versus practicality

In the past 1 of the signatories would sign blank cheques so that the other could use when needed. Lynne thought it would be OK to have 1 signatory as we have regular audits and that cheques over £1000 would need 2 signatories.

After various discussions there was a vote, and the majority decision was to have one signatory for all transactions under £1000, and two signatories for those above £1000. This will be a change to the constitution once we have checked with the charities commission that this is in line with good practice. It was agreed this should be put on the agenda for next term to finalise the decision. Claudia asked about using internet banking but Karel said she found it easier to manage accounts with cheques.

There was also a discussion about being a trustee as Lynne mentioned that each member of the SMSA is automatically a trustee but also asked everyone else to let her know if they were

interested in becoming one. As a trustee you are responsible for looking after the organisation and making sure everything runs well. As there are legal responsibilities involved. It was agreed that some research was required for further clarification, and to report back next term. Caroline Bystrom kindly offered to look into this.

Election of Officers (for September 2012) Claudia Wordsworth, Jessica Worthington

SMSA committee for 2012-2013

Chair – Lynne Riley
Vice Chair – Ruth McBurney
Co-Treasurer – Tessa Cows
Co-Treasurer – Karel McNamee
Co-Secretary – Claudia Wordsworth
Co-Secretary – Sally Holyland
Co-Sponsorship – Kate Waine
Co-Sponsorship – Jessica Worthington
Website Manager – Lawrence Penn

SMSA Meeting

Matters arising from previous minutes Lynne Riley
none

Governors Update/Review of surgery Karen Revel-Chion, Jeremy Wells
The second surgery has taken place and a couple of parents attended.
There will be another one next term – aiming for 2 each term
Work on the fence is starting Monday 25th June . This will reduce the nursery playground space a little
Work will be completed by September.
They are working on planning permission for the side lane.

Wish Lists and discussion Tony Lanfranchi
none

Sponsorship Kate Waine
Kate wanted to apologise to everyone who had 2 boards up, at the same time, for the fun run and summer fair
Reps asked to keep reminding parents to have boards up.
TMD were very impressed with the fun run and are very keen to be involved again.

Library update Julia Weiner
Everything now on the shelves. Julia has sent a letter to Dee and Tessa asking for donations from year 6 leavers – children can either write in the book or leave a note and Julia will copy into the book.
We need to encourage parents to replace books that haven't been returned
Need new Year 3 volunteers to help in library
Ruth thanked Julia for doing such a great job and said that the library looked fantastic.

Garden update Alicia Pivaro

Lynne wanted to mention the comment made in last month's minutes about gardens which could have been taken out of context – She said that Troy goes way above and beyond the call of duty looking after the grounds, and is exemplary as a site manager. Everyone agreed that he does a fantastic job, and would like thanks to be minuted. Regarding the point made about the shrubs being cut down drastically – this was done following recommendations from Ofsted, that the shrubs should be cut in order to provide a better view of children playing outside, and hence comply with health and safety issues.

Minutes will now be double checked before being sent out.

Alicia said that the gardens are great. All going very well.

They entered veg into country fair at Fair in the Square and got 1st prize

Rota hasn't worked well. An extra adult every Friday lunchtime (12.30-1.30pm) would really help. Capital gardens starting Saturday gardening club in September They are meeting with the school to discuss health and safety issues and CRB clearance.

SMSA Website & shopping

Laurence Penn

All going well. Lots of photos up from the Jubilee party and fun run. Happy to take any more photos for site.

Review of recent events

Jubilee party (Friday 25th May)

Lots of fun.

Football Funday (Sunday 27th May)

Made over £2,000

'All About You' guys who sponsored the event with TMD, were very impressed and looking forward to the summer fair

Fun Run (Sunday 17th June)-KW

Made nearly £3,000

Kate said she needed helpers from infants, to encourage KS1 to take part. Clare Leach & Rachel Maynard volunteered to help out next year.

Some parents suggested making parents race a little more fun, as some people were put off as they thought it was too competitive.

Forthcoming events/important dates:

Summer Fair (June 30)

Camp Out (July 7th)

Info going out next week

Amanda's farewell evening (July 10th)

Reps to spread the word - 7.30pm in junior hall

2012/2013

Secondary School Transfer evening –Sept 6th

New Parents evening –Oct 4th

Existing parents encouraged to come along

New to You (Oct 6th)

Reps to email classes - Caroline Bystrom needs some helpers (email Caroline (carolinebystrom@yahoo.co.uk))

Book Sale (Sarah Brown) -ongoing

Boinfire night Nov 9th

Battle of the Bands (Nov. 24th)

Sports Funday (1st half Autumn term) - as a second footie funday of the year, but maybe with the addition of netball? –to be discussed further next term

AOB

Next SMSA Thursday 13th September

Amanda said that she thought the SMSA was great. That it had been a pleasure working with them and wanted to thank them very much for helping the school. She thinks the SMSA is a real asset to the school and also wanted to thank them for being so supportive of her.

Earn free money for the school by using the SMSA website (www.thesmsa.co.uk) shopping link to shop at the top brands.