

**Minutes of LPSA Meeting  
Thursday 29th January 2015  
Lingfield Primary School**

Present: Seonaid Bentley (SB), Alyson Rogers (AR), Sam Louis (SL), Sharon McConnell (SMcC), Laura Martin (LM), Helen Aaron (HA), Nicole Cole (NC), Susie Summers (SS),

Kelly Bashford (KB), Marissa Reeves (MR) & Ruth Hunt (RH)

1. Apologies

Kate Kelly, Lisa Roach, Sophie Mills, Clare Baker (CB), Pip Sedgwick, Clare Dawson, Tamsin Dean, Claire Rowley, Vicky Streat

**Summary of action points**

*Feedback to fair trade reps with regard to wine tasting evening - LM*

*Liaise with Telescope House arrangements for this years - CB*

*Stargazing event*

*More logo designs to be drafted ready for next meeting - SMcC*

2. **Ideas for this years activities**

Several ideas discussed including:

- fashion show of adult clothing from all large retailers and using school mums/dads as 'models' with opportunity to buy clothes at the end of the evening, raffle and refreshments. This could happen in May/June - need to receive school agreement
- wine tasting evening in association with Fair-trade (only for parents of LPSA kids) during the fair-trade fortnight 1st week in March. Co-op also sponsor event and provide wine and a sommelier, to be held at racecourse and tickets to be sold by LPSA/school approx £5-£7 per ticket. Numbers would be limited to 70 people. Everyone agreed this would be a good event and LM to go back to fair-trade organisers to get a few more details.

- another quiz night could be held in September due to success of last years quiz.

Discussed possibility of a shorter quiz with time after to socialise, maybe music etc.

Concerns raised however that the caretaker would not want to lock up school too late.

Other events discussed were **fireworks night** however school leadership team have some reservations about the event. This is a profitable night for the LPSA. The racecourse however has previously offered a donation to the school if we support their event. On discussion of the event some LPSA members felt that fireworks night is a well loved event by parents and pupils and is more about the experience and the family friendly offering of an early display in a smaller environment with affordable refreshments.

**To be re-addressed at next meeting for a definitive conclusion.**

The Leadership Team have suggested that 2 main events be held at the school a year. These will be the Christmas Fair and the Summer Fair and will fully involve teachers and the Leadership team. This will mean less pressure on the staff throughout the year.

**Confirmation is needed that we will be able to host other events such as the fashion show and quiz at school.**

Ice Lolly Friday to continue as before during the summer. Stall position will be alternated

between the gazebos on the small and large playgrounds so there is less pressure on parents to buy lollies if they do not wish to.

### **3. Treasurers report**

KB produced accounts for the Christmas fair which made a profit of £4,886.04 (a significant increase on previous years). Future LPSA spending is to be discussed at future meetings and all agreed that a future project to aim for would be good. The school Leadership Team has some proposals to be discussed for long term spending. Some members of the LPSA also have suggestions to be discussed.

### **4. Plans for purchase of playground equipment**

Plans for the proposed playground changes were studied and information given by the school leadership team was passed on by LM and SB. Large playground plans show new football equipment, football goals and kick boards. The smaller playground shown to include new seating, blackboard walls and drawing windows, etc. Total cost of proposed equipment approx £9,000. Although in principal all agreed that the LPSA funds should be spent on new playground equipment, there were concerns by most attendees that the cost of some of the equipment proposed was a little high. All agreed that these concerns **need to be addressed in the next meeting** when we have a leadership team representative to talk through this further. More information is needed about the equipment to ensure the high prices are justified.

Discussed the possibility of once the equipment is installed a plaque/sign should be added to

the equipment clearly showing that the LPSA had paid for this thanks to parents' fundraising. Also an event to unveil the new equipment could be organised including some football/hockey professionals who live locally. This could also be a fund raising event. **Confirm with Leadership team if we can go ahead and make plans for this.**

### **5. School's future plans for spending – all weather playground area and early years**

Also reviewed the plans to renovate the field adding astro-turf to make the field/play equipment usable throughout the year. Costs would be high but would improve the play experience of the children. It was agreed that the current bank balance would not cover this and if it was to go ahead then further fund raising would be needed. Concerns were raised by NC that this might not be something all parents would agree with as it is a large amount of money to spend on more sports facilities. **To be discussed further to see if this could be a longer term goal for fundraising or if there are any other goals people wish to work towards.**

School has also requested funds to open up the outdoor area between Nursery and Reception. More details required about the nature of the work to be done. **Could a work party by parents/teachers be a possibility?**

### **6. Donating £250 for each year group**

Discussed the idea that each year group be given £250 to be spent on additional resources.

Agreed that this should not be offered but individual requests by year groups for additional

equipment should be put to LPSA as and when a need arises. There should be forms available for such a request and staff should be informed of this.

### **7. Stargazing**

Agreed that this event should go ahead first week in March on either Monday 2nd, Tuesday

3rd or Wednesday 4th weather dependant. CB to liase with Telescope House & school. Discussed possibility of more refreshments to include tea boxes or hot food (hot dogs) to increase the fund raising potential of the event. Craft stalls will also be available inside and activities to be included in ticket price together with a drink (if drink carton rockets to be a craft activity again like last year). Help from parents will be needed for running the craft activities.

### **8. Rag bag bin**

A permanent Rag-bag bin was discussed where people can deposit as and when they like. Could be problematic if bin fills up quickly and therefore will need to be regularly emptied.

**Need to get approval from the school, agree a location and decide a date for it to be delivered at next meeting.**

### **9. Storage plans**

SMcC reported that a large metal storage container to be kept on school grounds by car park

would cost approx £3,000 brand new with re-conditioned containers costing between £1,400

- £1,500. **To be considered at next meeting** - school to give ok and LPSA to agree to the purchase once definite cost confirmed and to consider cost of hard standing for it.

### **10. New LPSA Logo**

SMcC showed attendees mock-ups of various designs for the new LPSA logo. Agreed that

SMcC would paint two further logo examples incorporating aspects from several of the designs and changing colours too. Font ok. **To be reviewed at next meeting.**

Agenda items to bring forward to next meeting: **Cookbook, LPSA website & Leavers gift**

**\*\*\*\*Next LPSA meeting to be held on WEDNESDAY 25th FEBRUARY in the staffroom at 8pm\*\*\*\***

**(Date to be confirmed)**