TA Mtg 25/04/17																				
ATTENDEES: Bill Billingham, Emma Hilling, Zoe Johnson-Walker, Julia Wigram,	APOL	.OGIE	ES: Vi	cky Ca	ampbe	II, There	ese Jam	es												
Dan Fisher, Natalie Cotter, Kathy Guy, Sue Billingham, Jane Ware, Shelley Wyatt, Vicky Vellidou																				
.= information only										Who		·								
Action	Ben S	Sue E	Bill Ju	ulia Ja	ne Zo	e Marti	in There	seSally	Jacqui	Sarah	Anthea	Natalie	Victoria	Emma	Cathy	Stuart	Dan	ALL	By when?	Comments
General																				
Bill to circulate Actions/Minutes and include all New Parents attending																			4th May	DONE
"Coffee&Cake" and/or PTA Mtg on 25th April	$\perp \perp$			_																
2 Minutes/Actions - Please inform Bill of any																			Ongoing - Bill to	
updates/developments/progress/problems on an ongoing basis, either by Email, phone call (07771 837845), or sending Bill this spreadsheet with an update in the																			recirculate on Fri 9th June 2017 (2 days	
COMMENTS section. Bill will then recirculate updated version 2 days before the																			before next meeting)	
next meeting																			before flext fileeting)	
NEXT MEETING DATE - Tue 13th June 2017 - Informal coffee/cake for new	-	_		_		-		_											13th June & 12th	Becky confirmed booking of Churc
parents in Sports Lounge (5pm-6pm) followed by PTA Mtg in Churchill Suite																			July	Suite on 13th June
(6.30pm). LOOKING TO CONTINUE TO ATTRACT NEW PARENTS AS WE DID																			outy	
AT 25th APRIL MEETING, ALSO HOLDING "CHEESE & WINE EVENT" AT																				
7.30pm ON Wed 12th JULY 2017																				
Succession Planning																				
"Coffee&Cake session" from 5pm-6pm on Tue 25th April - we had 11 new parents																				
attend. A successful event which we will repeat on Tue 13th June (5pm-6pm)																				
before the next PTA Mtg. Thanks to Dan for championing the idea.																				
4 Repeat "Coffee&Cake session" in Sports Lounge (5pm-6pm) ahead of next PTA																			13th June	Sports Lounge confirmed by Natali
Mtg on Tue 13th June																				on 3rd May - need to vacate at 6pr
5 IIOhaaaa 9 Miina ayyantii alamaad fan Mad d Oth, byby ta taba adyyantana af Ma C	-	_					_	_	-										4046 1	Spinning Class at 6.15pm
5 "Cheese&Wine event" planned for Wed 12th July, to take advantage of Yr 6 Parents Induction Evening taking place on Wed 5th July																			12th July	
6 Dan to confirm availability of Sports Lounge at 7.30pm on Wed 12th July for	+ +	-	-	_	_		+		-										5th May	Confirmed by Natalie on 3rd May
"Cheese&Wine event" (with Dan Tyler)																			Juli May	Committee by reatance on ord way
7 Emma to produce FLYER for "Cheese&Wine event" on Wed 12th July. This will	+	-	_	_	_		1		1						- 				5th May	DONE 2nd May
be used in hard copy at appropriate events, and as a ParentMail on 20th June (if																				
possible with local Primary Schools as well as WCS)																				
8 Sue to lead on organisation of "Cheese&Wine event" on Wed 12th July																			12th July	
9 Bill to arrange (with Becky Zimmerman) for "Cheese&Wine flyer" to go out on																			20th June	
ParentMail on 20th June																				
10 Bill to contact local Primary Schools to request "Cheese&Wine flyer" to go out on																			2nd June	
their ParentMails on 20th June. Also request details of any parents on Pr School																				
PTA who have children moving to WCS next year	$\perp \perp$	_						_				ļ							1011	
11 Bill to establish before next PTA Mtg, which Committee positions will need to be filled at next AGM in Oct 2017																			13th June	
12 Bill to see if there is anything helpful on the PTA UK website regarding attracting	+			_	_		+		-										5th May	Done 3rd May
new parents, and circulate where appropriate																			Suriviay	Done sid way
13 Future PTA Mtg dates to go onto School Calendar. Bill to arrange via Becky	+			+		-	+	-	 			1		 					On-going	
Zimmerman																				
14 Confirmed during March/April that normal Parents Evenings do not work for		_		\neg	-		1												1	
attracting new interest in PTA. Understandably, parents have teacher feedback																				
and other things on their mind												L	<u></u>							
15 Bill to do short talk at Yr 6 parents "Induction Evening" on 5th July flagging																			5th July	
"Cheese&Wine event" on 12th July, £15K donation this term, and new donation																				
form	$\perp \perp$													oxed						
16 Zoe suggested considering utilising the impending launch of the "Winston App" as																			May/June	
a vehicle for raising PTA awareness																				

17 Other considerations for Succession Planning for PTA membership, and																			
increasing attendance at PTA meetings:-																			
1. Zoe/Bill to explore opportunities for Bill to promote PTA at School meetings																			
involving parents (look at School Calendar)																			
2. Parents meeting in Spring Term (for P/L Project) - what can we do that night to																			
support fundraising? (Promote Quiz Night and sell bricks in silent auction?)																			
3. Everyone to bring along someone else to next PTA Mtg? (Kathy).																			
4. Ask for help/support with SPECIFIC things, so people don't think they are going																			
to be lumbered with smething they don't want? (Emma).	-		-		_			-	_	-	-								
Library/Planetarium Project	-		-		-			-	_	-	-					_	-		
	-		-	-	-	-		-	_	-	-					_	_		
Zoe provided positive feedback on recent developments regarding funding, and																			
announced that "the first spade was going in the ground" at the end of April			-	-	_	\vdash		+	-	+	-						-		
Fundraising	-	_	-	-	_	\vdash		+	-	+	-						\rightarrow		
	-		-		-	-		+	-	+	-					-			
Julia reported that funds indicate that we will be able to increase our PTA			1								1				l				
donation planned for the end of the Summer Term from £13K to £15K as hoped			_	<u> </u>	-					_	<u> </u>								
18 Bill/Zoe/Stuart to agree what our 2016/17 donation will go towards specifically				1			l				1							6th June	
(ref: Planetarium/Library Project). Bill to report back at next PTA Mtg	\sqcup							1											
19 Kathy to "revamp" the PTA Donation Form to make it more fit for purpose.			1								1		l		I				Kathy received existing form from
Natalie/Dan to provide Kathy with existing form as a start point (source from lady			1								1		l		I				Dan. 1st draft already produced
who puts together Induction Packs)																		Pack for 5th July	
20 ROLLED OVER FROM LAST MTG - Stuart Phillips suggested drafting a letter to																		May	
go out to "school suppliers" from PTA requesting donations (£250/£500/£750 ?).				I	1		l	1			1	l	l					*	
Bill/Stuart to liaise.				1							1		1						
Zoe explained the process of "Matchfunding" which is employed by some of the																			
larger local businesses. This is something that effectively needs to be applied for																			
by employees of the Company, but it could potentially make a big difference for																			
us. Some suggestions were made by attendees who felt they could explore this																			
further.																			
21 Revisit "Matchfunding" and identify specific options at next Mtg on 13th June			+	-	1	1		+	+	+	+							13th June	
22 Bill to look at PTA UK site and see if there is any info on Matchfunding - circulate	+				-	1		+	+-	+	+							5th May	DONE 3rd May
if available																		Juliway	DOINE SIG May
II available	-				-				-	-	-					-	-		
New WCS PTA website	-		-	-							-					-	-		
23 ROLLED OVER FROM LAST MTG - This needs to be revisited in the light of the	-										-						-	Mov/ luno	
revision/introduction of New School Website and launch of the Winston APP																		May/June	
revision/introduction of New School Website and launch of the Winston APP					_			-	_	-	-						-		
Out- Night 24th March 2047	-		-	-	-			-	_	-	-					_	_		
Quiz Night 24th March 2017	 		-	-	1	-		+	_	+-	+					\vdash	\rightarrow		
Another successful event on 24th March raising in excess of £1000. Agreement at			1								1		1		l				
today's meeting to run 3 Quiz Nights next year - one at the start of each term			-	<u> </u>	1	1		+	_	+	-					\vdash			
D. (October	\vdash		-	├	1	1		-	_	+	—					\vdash			
BootSales	-		_	├	1	\vdash		-	_	+	1								
Final BootSale of this season held on Sun 5th March. 4th BootSale in a row to be			1								1		1		l				
fully booked with Sellers. Changes to access arrangements via			1								1		1		l				
Security/SportsCentre have been successful.																			
24 Focus for "close season" is to get Buyer numbers up next season by improving				1						1						ΙT	T	June	
local advertising of events.																			
25 New banners - Bill/Sarah/Ben/Emma to obtain further quotes for following (as																		June	
initial quote seems excessive - particularly for Teardrop Flags):-				1								İ			l				
Emma to help as she has experience here				1								İ			l				
2. 6 new banners with school logo / "this Sunday" / "come and grab a bargain" etc				1								İ			l				
3. 12 x laminated A3 cards for lamposts				1								İ			l				
					1	1	1	1				İ			l				
					1		l												
4. 2 x Pop-up banners (Teardrop Flags) to use at entrance to school on event day								-	-							-		luno	
4. 2 x Pop-up banners (Teardrop Flags) to use at entrance to school on event day Can we arrange for advertising on Eagle Radio? (Surrey & Hants)																		June	
4. 2 x Pop-up banners (Teardrop Flags) to use at entrance to school on event day Can we arrange for advertising on Eagle Radio? (Surrey & Hants) Bill to explore with local Primary Schools the possibility of advertising BootSales																		June June	
4. 2 x Pop-up banners (Teardrop Flags) to use at entrance to school on event day Can we arrange for advertising on Eagle Radio? (Surrey & Hants)																			

Next Mtg Agenda (13th June 17)																					
28 Matchfunding - explore further - options?																				13th June	
29 Agree dates for all key events in next school year - look to include a flyer in																				13th June	
Welcome Pack for all Yr6 parents at Induction Eve 5th July. Include dates for PTA	.																				
Mtgs, Quiz Nights, and BootSales																					
30 Finalise arrangements with Zoe to ensure the "Dates Card"/"Fridge List" sent out																				13th June	
to parents in Sept includes all PTA events																					
31 Final arrangements for Prom on Thur 29th June - help needed																				13th June	
32 Progress with Succession Planning and Fundraising initiatives																				13th June	
																				•	
Action	Ben	Sue	Bill	Julia	Jane	Zoe	Martin	Therese	Sally.	Jacqui	Sarah	Anthea	Natalie	Victoria	Emma	Kathy	Stuart	Dan	ALL	By when?	Comments