



The Friends of Ditcham Park School

Ditcham Park School, Ditcham Park, Petersfield, Hampshire, GU31 5RN

www.friendsofditchampark.com; Tel: 01730 825659

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MINUTES OF THE FDPS MEETING

Held on 12.03.19 at 7pm at Ditcham Park School

Present (Committee):

Tess Hall (TH) (Chair), Jaime Palmer (JP) Helen Parrott (HP) Sue Hughes (SH) Mark Philips (MP)
Natasha Beckley (NB) Jenny Worrall (JW) Penny Slight (PS) Leanne Brett (LB)

Apologies: Anna Potter (AP), Emma Johnston (EJ), Denise Allen (DA)

Agenda Item	Discussion Point / Action	By Whom
1	Apologies – as listed above	
2	Minutes of the meeting on 15.01.19 were passed. These were proposed by PS and seconded by TH.	
3	Treasurer's Report Cinema Night : JP said that it had been agreed that cheques and claims would be submitted after the senior cinema night. Book Fair- money to be sorted today. We bank the money, then FDPS raise a cheque- £623.23 to be spent on Junior School books. HP and GDS shared their thanks to JP on behalf of the Juniors and the school Thank you to Selena Barber for the Cauliflower Cards £317.00 £11156.40 available to spend- which still leaves our buffer of £3k- but please be aware that we have not had much income of late.	
4	Rename the Sub Committee Meeting Is there still a need to minute meetings? JP- would drop box be a better option- as parent helpers still need to know the info shared at the meeting	
5.	Online Booking Forms JP To cut down on admin- links for parents to click on, online payment etc. Parentkind recommend one for PTAs- payment either through parents having a booking charge or by FDPS paying an annual fee (£295). £295 seems a lot of money- a booking charge (23p) would be better Could this be linked to the Treasurer's report? Further research needed as it would be nice to know how much is raised by each event. Can we limit the number of tickets available Could we do BACS payments? When multiple events are organised at once, then it is hard to work out which moneys are for which event and from which parent.	



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	<p>More research needed. Questions from Committee Members to be sent to JP who will pass them on. Thank you to JP for her research</p>	All
6.	<p>Bids Received: Lucy Reidy requested £1890 for 2 benches. After the poll, the outcome is that we will purchase 2 benches at about £1000 in total. TH to speak to Lucy and to Adrian</p> <p>JL-S did not get her £100 this year or last year- can we give her £200 this year- unanimously agreed. HP said that these bids are for the start (Rec) leaving Uppers and the end (Prom in F5) but that Reception is no longer the start of the school. This needs further thought for future years.</p> <p>Lucy O'Loughlin and Leanne Brett- 2 bids *Improving the cycle trails in and around the school. £462 Materials needed, but all labour will be provided by bike club parents *Covered Bike Racks- £1572 (inc VAT) we now have over 50 members from Rec-F5 and we now do not have enough bike racks. Bike racks chosen are recommended by AT as the most durable and accessible What could the cycling group do to raise funds? A cake sale at the hill climb or camp out? There is no school budget currently available to support GDS Keen to support as this is a v popular club Unanimously supported. LB to discuss fundraising with LO'L</p> <p>Sarah Hamilton £2899 Outdoor Play Equipment Junior School Council would like to raise some money toward this with guess the name of the teddy etc. GDS keen to support as the bid has come from the children More like a big ticket item. Agreed to pledge that some funds from the Christmas/May Fayre to go toward it</p> <p>Sarah Hamilton £335.94 Junior toys for Sept 2019 Juniors Each class to take ownership of their toys. A lot of plastic, and it would not last long. The toys suggested do not look durable- Juniors have just bought new toys – could we add to this £150- durable and preferably not plastic- report back to FDPS HP to speak to Louise Atkinson (School council)</p>	<p>TH</p> <p>LB</p> <p>HP</p>



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	<p>Susie Caston Form 3 pupil £79.99 A gong to provide dramatic endings to shows, school events etc. Happy to help raise funds- via a mufti day and a cake sale Unanimously yes. TH to email Susie to let her know (copied to MP)</p> <p>Ben Craddock Form 4 Pupil £500-£1260 A second basketball hoop in the Junior Playground Area, opposite the current one, which is very well used. The prices need looking at, although it was acknowledged that Ben had done a lot of research. TH to contact Ben to thank him for his hard work (copied to MP) GDS thinks this a good idea, as basketball is very popular in the school</p> <p>Anna, Hebe, Blossom and Lilia Uppers £150 max for a storage box for Junior playground toys GDS supports- as a sensible request Approved- TH to contact (MP copied in)</p> <p>Claudia Evans 2JB Benches for outside- no cost included TH to contact Claudia (copied to MP) to say that we are already purchasing benches</p> <p>Saleha Suhail Baluch 3KS Folders for Science- 3 folders (one for each subject) Not supported by GDS as this should be provided by subject depts. TH to contact Saleha (copied to MP) to update</p>	<p>TH</p> <p>TH</p> <p>TH</p> <p>TH</p> <p>TH</p>
7.	<p>Race Night- cancelled due to low sales LB said that events including parents not as popular as events just for the children Lots of events now where parents are invited to school- too many times for parents? Friday night not a good choice The demand is for the children's events- should we cater for more of these rather than ones for parents? (Handprints, chocolate workshops etc.) Online booking would help. Perhaps do something for Father's Day?</p>	



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8.	<p>Film Night £317.44 raised at the Junior Night Only 10 tickets sold so far for the Senior night- go back to Pupil Voice to see what they want. Issues raised- Safeguarding with toilets- Non DBS checked parent helpers taking the children to the toilets (especially the very youngest). Could parents sign a form confirming that they will follow safeguarding rules? Look at PTA Guidelines, liaise with MP and JL-S</p>	JP/ MP/ JL-S
9.	<p>Easter Plans LB has purchased half of the eggs so far. £1 Cadbury Chocolate Buttons Eggs plus Gluten/ Dairy Free ones Also add hot cross buns and tea, coffee, sugar and squash (once checked in the cellar) JP will email plans to committee Solent Suite Café run by FDPS- JP to speak to Neil H to create Easter Basket cakes for the little ones. EYFS/KS1 staff to make a basket with children Volunteers needed on the day. Lots of plastic eggs in the cellar 2pm start- volunteers to arrive after 1pm 1430 EYFS and KS1 Egg hunt- find different coloured eggs supported by TH and LB. By the dragon 1500 KS2 hunt look for eggs in house colours 1515 Egg Roll NB happy to run refreshments in the Solent Suite Everyone thanked JP for her organisation and LB for her shopping</p>	JP
10.	<p>Ditcham Run A school event 2 June 0830-1200. Organised by MP, DA and Emily Iredale. A chipped run with 250-300 runners. 5k and 10k- same route as last time. Some money raised will go to a Cystic Fibrosis charity. A small amount will go to the school. We need volunteers to marshal, run the Solent Suite café, Running a Dragonfly Dash for the little children- things happening in the new Nursery building. Some concerns about fast runners leaving early and driving down North Drive when slow runners still going up it. Committee members happy to help</p>	
11.	<p>Open Morning (11/05) TH and SH to liaise re the organisation of the kitchen- JP to send the</p>	JP



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	spreadsheet over	
12.	PTA Management Software PTA events- JP to get all the info and organise a demonstration	
13.	Camping Event Another meeting planned- Monday 20 th May 1330 in the Red Lion- all falling into place, as everyone has their roles organised.	
13	<p>AOB Christmas Fayre Date- 7 Dec 2019 a week later than usual, lets stick with the week before 30th Nov (Donations on the Thursday, Set up on the Friday- working around Mocks) TH to speak to Jumping Jacks</p> <p>Email received from Hannah Makin- Nursery Buddy Want to do a 'Nursery Warming' party for the Nursery Parents and children. We need to find out costs- TH to speak to Hannah.</p> <p>First Aid Kits- always one available in the Boot Room if the Medical Room is not accessible</p> <p>May Event- after school for children- look into dates</p> <p>Form 5 common room- raised in the survey. Previous common rooms have not been well looked after by previous Form 5s. This is a school issue, and we do not have a room available.</p> <p>We have a new changing table in the Disabled toilets- thank you! No disposable nappy bin, or sign to say to take waste home. HP to speak to AT</p> <p>Parents have fed back that they are happy and excited about the Easter Holiday Activity Days. Children are excited too. The paperwork looks very professional.</p>	<p>TH</p> <p>TH</p> <p>HP</p>

Next Committee Meeting: 24 April 0845 in the Dining Room