

Coleridge Families Committee Meeting Minutes 25th January 2012

Attendees:

Elizabeth Mackie (Chair)
Fabienne Canale (Joint Treasurer)
Gigi Ramgoolie (Class Rep Coordinator)
Amanda Jones (Class Rep Coordinator)
Lorraine Gerrard (Secretary)
Leon Choueke (Deputy Head)
Gillian Gray (Newsletter Manager)
Pete Bacon Darwin (Website Manager)
Lucy Davies (Non Executive Committee Member)
Nicholas Thomas (Non Executive Committee Member)
Kirk Harrison (Sports Council)
Natalie Thorn (Teacher)
Tim Harris (Governor)
Ralph Buschow (Governor)

Apologies:

Shirley Boffey (Head)
Nina Grimes (Deputy Head)
Jo Holmes (Joint Treasurer)
Karolina Ibrany-Matkovits (Non Executive Committee Member)
Daniel Andrew (Non Executive Committee Member)

Sports Council

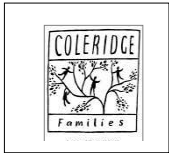
Kirk gave an update on the Sports Council:

- Swimming (funded by school) - Year 4 are doing 2 terms of swimming. Year 3 will start swimming in the summer term and will then do 2 terms once they are in Year 4. We now have new coaches. Good feedback has been received and marked improvement in the children's swimming has been noticed. Leon: All children are in the water at all times and there are 3 or 4 group sessions going on at one time.
- Sports provision allocation (funded by CF) is **£4,000**.
- Allocation of funds has been reduced for tennis (Year 5) and squash (Year 4). Year 4 will do squash in the summer.
- Upped funds to cricket and athletics
- Funds allocated to kit and equipment upped to £700. The equipment should last for several years at least.
- £600 contingency remains.
- Sports Day – the sports committee are discussing with the school plans to improve Sports Day particularly as it's the Olympic year

ACTION: Elizabeth to circulate Sports Council funding breakdown.

Playground works

Leon gave an update on the agreed playground works. The work on the old infant playground on the West is a huge success. Proved very popular with everyone and even having to timetable it. Once Year 4 move they will have an outdoor seating area in the summer and it will be available for activities.



Funding Requests

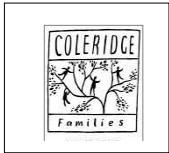
- **Waverley Road playground** - Natalie Thorn explained the need to improve the Reception play area. The children have access all day with the exception of a couple of teaching sessions and currently there is a bank of mud with a few plants and it is not an ideal space. Children always have to be told to come off the area as it's muddy. Proposal is to cover in Astroturf and create a small section for planting and/or digging. A company recommended by the council have provided a quote and are Astroturf specialists.
- **West playground resurfacing** - Current area contains the old climbing frame and is covered in rubber, paving stones and concrete. We have 3 quotes of varying prices – the first two, just for tarmac. The issue is that soon we will run out of outdoor space for PE. The final quote is from a company recommend by the council; they recently did Park View Academy. The quote is to lay Leisuretex which is softer than tarmac and has holes in it so no need for drainage. The quote is much more expensive than the other two, around £18.5K as opposed to £4-5K. Obviously quote 3 is most appealing as an idea but we could manage with tarmac. Should we be looking at what other schools are doing?
- The third company also quoted for improving the MUGA (Multi-Use Games Area). The caged area is getting more dangerous due to tree roots. If redeveloped it could be hired out (as Weston Park School do). Possibility of grant funding. Can apply for funding if we were to demonstrate other uses.

ACTION:

1. Leon to clarify with first 2 companies a couple of issues raised by the third company in relation to tarmac that area.
2. Get other quotes for Leisuretex.

NEXT STEPS:

1. Leon will be discussing with staff and governors the vision for the West playground areas as one.
 2. Environment group and governors to discuss further.
- **Halls project** - Tim Harris and Ralph Buschow gave an update. It is very apparent that having two halls does not work as we need to get whole school together for shows, assemblies etc. There is a very wide range of available options. Massive changes are not necessarily required.
 - An architect has looked at possible solutions from a “hole through the wall” to raising the roof and creating a new hall. An engineer and quantity surveyor have provided figures for an entry level solution (but without the necessary dividing screen) but it would involve a beam which would bring the ceiling height down. A whole hall solution would take two years or so and would require significant outside funding which is likely to need proof of “community use”. CF would need to do stand alone fundraising from parents, grant funding would be needed or possibly loans or input from Haringey. The Environment committee of the Governors will look into the matter further with the School and will come back to the Committee with further ideas.



NEXT STEPS:

- Need to agree the brief and what we can afford – raising and getting funds. Tim and Ralph are meeting with school management team (26th January).
 - Put together a business plan. Aim to get a finalised idea within a month. Should have actual plan by end of this school year.
 - Talk to potential suppliers of sports halls to gauge revenue potential.
 - Contact councillors and MPs regarding proposition.
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- **Chess Club** – Agreed cost to enter competitions should be paid by the families that go to the club since it is a fee paying club and therefore only benefits a few children and the fee is relatively modest.
ACTION: Lorraine to reply to funding request. (*Completed*)
 - **Kiln** - Someone has offered a kiln for £350. The parent has been put in touch with Louisa Munro. There are questions remaining around transporting it, health and safety, where in the school it will go.
ACTION: Fabienne will continue chasing.

Financials

- Current funds position - £7,000 to spend. That does not include proceeds from DVDs or Quiz Night. Could be up to £5,000 from those.

Vote on funding priorities

- The Committee agreed to fund the Waverley Road playground project.
- No other decisions could be made on funding requests until further meetings are held by governors and school management team etc.

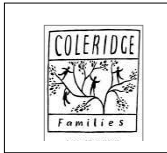
NEXT STEPS: Agree timing of Waverley Road project

Estate agent sponsorship

- A preliminary offer to provide sponsorship has been received from Simon Gerrard of Martyn Gerrard Estate Agents. They currently sponsor other local schools but would like to move their sponsorship to Coleridge as Simon Gerrard is a Coleridge parent (and husband of the CF Secretary who declared her interest to the meeting). More detail is needed on the proposal.
- Tatlers have sponsored the school fair for a number of years, are sponsoring the 2012 summer fair and are keen to continue. Other local estate agents have also expressed an interest in sponsoring various events as well.
- Fabienne will investigate with all interested parties the various options and proposals in order to maximise financial opportunities for the school by possibly having a number of sponsors and report back to the Committee. The Governors will have the final approval regarding any proposed sponsorship.

ACTIONS:

1. Fabienne to follow up with Simon Gerrard and forward his letter to Committee.
2. Fabienne to follow up with other Agents who have approached the school.



Christmas Party food

- Agreed that there should be less sweets at Christmas Parties compared to this year.

Cake sales

- Both halls have been in use at recent cakes sales. Good feedback from most recent cake sale. Will continue with that format.
- Nut allergy – agreed that a reminder should be sent to avoid nuts.
- Paper plates will continue to be used. It was felt that it might be better to send plates home with youngest sibling rather than oldest as younger children are more likely to get upset if they don't receive a plate.

ACTION: Amanda/Gigi to ask Bet if a list can be created next year listing “only” and “youngest” sibling.

Summer fair date

- Provisionally it is 30th June. 12-4pm.

ACTION: Elizabeth to confirm date with Mrs Boffey

Completed: Date is confirmed as 30th June

Confidentiality of committee meetings

- Agreed that committee meetings should be open. Agreed to post on Coleridge Families website the date of meetings, agreed agenda and agreed minutes.

AOB

- **Newsletter/CF Website** – Should include how items from agreed funding are being used. Include pictures of improvements to playground. Encourage parent reps to take photos and write a report of CF events to be used in both the newsletter and on website. Request for people to take snaps rather than request for a photographer.

ACTION:

1. Website – Pete to add Gigi's and Amanda's email addresses on CF website.
2. Newsletter - Gillian to update newsletter and aim to get out before half term. Add “thank you” section to newsletter for photographer and videographer for school shows.

- **School shows photos** – agreed the photos were excellent this year. Discussed possibility of extra copies but logistically it is too difficult.
- **Summer fair meetings** – Year 3 reps are starting to meet.
ACTION: Pete and other reps to let Gigi and Amanda know what they require from Scraps Project.
- **Quiz Night** – Looking for wine donations. Require free glass hire too.
ACTION: Gigi to try Majestic Wines and look at her restaurant supplier.
- **CF logo artwork** – Need original logo as often charity number can't be read.
ACTION: Amanda to forward logo as not everyone has it.