

**Parent Voice Team**

**Meeting**

**2nd March 2016 – The Bourne Academy**

**Present**

Caroline Gobell, Lisse Burbidge, Linda Bennett, Carrie Searley, Beatrice Wills

**Apologies**

Tom Peacock, Mark Avoth

**Update on Previous actions**

1. Future meetings – sent out a voting email to test for new timings – so far 2pm on a Friday is favourable, or keep as is, 5.30 on a Wednesday. **CG to final check with DD on parent replies/votes to email sent out in Feb, decision to be made, by email, for April meeting (Wed 20th or Fri 22nd) and all parent notification to be sent out.**
2. PVT membership growth - LB has made a central PVT database, and she will use this in future to advertise all meetings and events/approach for prizes etc. **LB bring list to each meeting in folder and use it to communicate regularly. LB to email or phone all previous committee members to see if still interested in meetings.**
3. PTC nights – Hamper table worked really well in Feb – made £6 only towards hamper costs, but collected 65 new names for the database – all been entered on.  **LB to make hamper for next Wed, 9th March**, and **Beatrice to run the stall in reception.** (adding a second ticket to the draw if parents complete the post PTC questionnaire too). **Lisse to drum up more Bourne Leaders to help on the night. CG/DD to ensure PVT is on the main map again.**
4. Funding options – **CG to bring exact library costings to next meeting.** Beach hut was £115, but PVT willing to spend up to £500 – IT? Books?
5. PVT Facebook Page – **CS to start a new page using the PVT email address and login** …and **remember to link it to our Twitter Feed.** **LB to email her all those details. CG link facebook page to our website.**
6. Parent Login – **CG keep PVT informed after Easter**

**Financial Update**

1. Bank Statement Balance at 17 February 2016: £1267.37
2. Mufti income in December –£251.16 **- CG to pay in**
3. Quiz income in Feb – between £400-£500 (pending final tally) – **CG to announce total**
4. Pending income from Easter Mufti on 18th March – approx. £200
5. Outgoings – cheque written for £400 towards Prom, library spend in April – pos £500.
6. Aim by end of April to have retained our £1000 core fund in the bank.

**Quiz recap**

1. Great event – big thanks to Linda and all for organising/attending etc. 85 guests, 3 Alumni teams, several family teams – food, drink and raffle worked well. Good lighting/timings
2. Next time: continue collecting teams/food orders until 12pm on the Wednesday before (2 days final notice), no Bourne Academy question round, some easier questions on all rounds, 2 people to work on the questions in future to ensure suitability.
3. **Next Quiz – February 2017 – Friday after half term. CG/DD to put in the diary**

**Committee Members**

No new volunteers – agreed to continue as we are

**Future Fundraising**

1. Sports Day – Agreed to run a refreshments stall (Selling cold drinks, ice creams, snacks).and 2nd hand uniform stall – helpers are Linda, Carrie and Beatrice. **CG/DD to find out date, put in diary/on website, alert sports dept/LT.**
2. PVT to run Xmas Fayre at end November – **CG/LB to set date at next meeting and begin planning a new agenda item.**
3. Cooking event and recipe book idea (BW) – discussion
4. Bourne Academy 2017 calendar idea – sell it from Sept to Dec, prizes for student winners to feature – include all hols/INSET/PVT dates etc. **PVT to take the lead on it – decide at next meeting.**

**AOB**

1. CS raised an issue re food lessons – forced tasting? Discussion around Academy food policy.
2. Robert Winston event 4th March – invites to all three parents to thank for continued support with the work of the Academy.
3. **Next Agenda – include KPS primary school links item - CG**

**Next Meeting**

Wednesday 20th April at 5.30pm or Friday 22nd April at 2pm. TBA

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**Action Summary**

**Linda B –**

* LB to make hamper for next Wed, 9th March
* LB bring list to each meeting in folder and use it to communicate regularly
* LB to email or phone all previous committee members to see if still interested in meetings.

**Carrie Searley -**

* Create Facebook page and link to TBA Twitter, report on progress
* Calendar fundraising idea - PVT to take the lead on it – decide at next meeting.

**Beatrice Wills -**

* Beatrice to run the PVT stall in reception at 9th March PTC

**CG –**

* Parent login update
* CG to final check with DD on parent replies/votes to email sent out in Feb, decision to be made, by email, for April meeting (Wed 20th or Fri 22nd) and all parent notification to be sent out
* CG/DD to ensure PVT is on the main PTC map again.
* CG to bring exact library costings to next meeting.
* CG link PVT facebook page to our website.
* Pay in Mufti money and announce quiz total – email to staff/website
* Next Quiz – February 2017 – Friday after half term. CG/DD to put in the diary
* CG/DD to find out sports day date, put in diary/on website, alert sports dept/LT.
* CG/LB to set Xmas Fayre date at next meeting and begin planning a new agenda item.
* Next Agenda – include KPS primary school links item - CG

**Lisse B –**

* Plan and advertise next mufti, March 2016 **–** submit cheque to PVT
* Lisse to drum up more Bourne Leaders to help on the PTC nights