**Opened:** 7:15pm

**Present:** Paula Kontor, Renae Ritchie, Darren Warwick, Jacqui Watts, Kylie McKivett, Robyn Menzies-Moore, Vicky Warwick, Teresa Kennedy, Sonya Wright, Vanessa Magee, Cris Partington, Serena Williamson, Melanie Sagenschneider

**Apologies:** Kerry Heliams,Michelle Hall

| **No.** | **Item** | **Description** | **Action** |
| --- | --- | --- | --- |
| **1** | **Welcome** | | |
| **1** |  | Darren Warwick welcomed everyone to the meeting |  |
| **2** | **Confirmation of previous meeting minutes** | | |
|  | Distributed to all members | That the minutes of the General Meeting of Bletchley Park PC held on the 28th May 2018 be taken as read and confirmed as a true and accurate record.  **Accepted:** Vanessa Magee **Seconded:** Jacqui Watts | Carried |
| **3** | **Business arising from previous minutes** | | |
| (5.2) | Financial Statement | No further information. Cris still looking into process | C Partington |
| (8.2) | Leavers items | Uniform representative to assist in coordinating and the parent to go through the P & C and the school board. Vanessa Magee and Cris Partington to meet to discuss further | C Partington & V Magee |
| (8.4) | School Ovens | Vanessa Magee has looked into purchase and it will cost $1,180 + GST to purchase and install. Vanessa has looked at other companies to purchase ovens outright. Vanessa would like to try and bring the price down but looking at $220 to install and remove. Will have final quotes by the next meeting. P & C may provide ovens x 3 | V Magee |
| **4** | **Correspondence In/Out** | | |
|  | **In** | Some bank statements and fundraising information |  |
|  | **Out** | Nil |  |
| **5** | **Treasurers Report** | | |
|  | General account | Sonya Wright tabled summaries of the general account for May  **Accepted:** Teresa Kennedy **Seconded:** Robyn Menzies Moore  **WACSSO Fees:** **Motion:** Sonya Wright put forward a motion to pay “$1,315.16 WACSSO fees”.  **Accepted:** Theresa Kennedy **Seconded:** Vanessa Magee  **All in favour**  **Globe Insurance:** **Motion:** Sonya Wright put forward a motion “to pay $110 for Globe Insurance”.  **Accepted:** Vanessa Magee **Seconded:** Renae Ritchie  **All in favour** | Carried |
| **5.1** | Debit card purchase | Still waiting on Bank West to clear Darren Warwick and Vanessa Magee so credit card still not cleared | Information only |
| **6** | **Other reports** | | |
| 6.1 | President | WACSSO Conference: One person can attend for free and P & C will pay for another attendee. Darren Warwick and Vanessa Magee to attend | Carried |
| 6.1.1 | Fathering project | Darren Warwick has spoken to the representative from the fathering project, need to organise a date for a general meeting and someone will come and present. There is a setup fee of $400 if we go ahead with the project | D Warwick |
| 6.2 | Principal | See report attached. Discussion around the maintenance of the sensory garden. Need Cris to provide a list of what we need and then undertake a busy bee. Vanessa Magee will liaise with Cris Partington | Vanessa Magee & Cris Partington |
| 6.3 | Fundraising | **Entertainment books:** Made around $770 in commission.  **Father’s Day Stall:** Have started purchasing items and will organise more things during the holidays.  **Crazy Hair Day:** Will occur on the 2nd August and will involve a gold coin donation  **P J Day:** Raised $1000.50 |  |
| 6.4 | School Banking | Kerry Heliams has handed over to Nelu who has joined the P & C | Information only |
| 6.5 | School Board | Board meeting cancelled so no report to give |  |
| 7 | General Business | | |
| 7.1 | Bletchley Park Development and Learning Expo | This is an event open to all the community and provides an opportunity for families to find out what is available to support them and their children. Flyer will go out in term 3. Event will take place Thursday 13th Sept from 6-8pm in the undercover area. Registrations will close the 31st July.  P & C are invited to undertake a fundraising event ? Tea, coffee, cake and biscuits | Vanessa Magee |
| 7.2 | Armistice grant | Renae Ritchie needs to re write part of the grant and re-submit | Renae Ritchie |
| 7.3 | School spending requests | Cris to look at what has been purchased and follow up any outstanding items | Cris Partington |
| 7.4 | Decoder books | Serena Williamson asked about the books and the fact that they were becoming low for the year 2s |  |
| 7.5 | P & C Web Page | Our web page requires updating |  |
| 7.6 | Sports Carnival | Discussion around a coffee van to be supplied for the sports carnival |  |
| 8 | Other Business |  |  |
| 8.1 | Kiss and Drive | Looking for a list of volunteers to man the back kiss and drive area in the afternoons.  Application going in for a cross walk attendant  Type A: No cost and paid for by the police department  Type B: Council do the crossing  We meet the criteria for Type A so will apply | Vanessa Magee |
| 8.2 | Final P & C meeting dates | Dates finalised 30th July, 27th August, 22nd October & 19th November | Information only |
| 9 | Date of next meeting | | |
|  |  | Monday 30th July 2018  Bletchley Park School Staffroom 7.00pm |  |
| 10 | Closure |  |  |
|  |  | Meeting closed 20.08 |  |