





**Bletchley Park Primary School P&C Association Inc**  
**Minutes of the General Meeting**  
**Monday 29<sup>th</sup> July 2019 Bletchley Park School staffroom**

**Opened:** 7:01pm

**Present:** Vicky Warwick, Darren Warwick, Sen Ooi, Teresa Kennedy, Robyn Menzies-Moore, Vanessa Magee, Kylie McKivett, Renae Ritchie, Bea Bouska.

**Apologies:** Erin Richardson, Jenny Gay, Jacqui Watts, Melanie Sagenschneider, Paula Kontor, Paula Kontor, Sonya Wright.

No.	Item	Description	Action
<b>1</b>	<b>Welcome</b>		
<b>1</b>		Darren Warwick welcomed everyone to the meeting.	
<b>2</b>	<b>Confirmation of previous meeting minutes</b>		
	Distributed to all members	That the minutes of the General Meeting of Bletchley Park PC held on the 24 <sup>th</sup> June 2019 be taken as read and confirmed as a true and accurate record.  <b>Accepted:</b> Vanessa Magee <b>Seconded:</b> Kylie McKivett	 P & C Minutes 24062019.docx  Carried
<b>3</b>	<b>Business arising from previous minutes</b>		
(4.3)	ToR Statement of duties uniform	Renae Ritchie to complete. No update	R Ritchie
(5.2)	ToR Health and Wellbeing	Vanessa Magee to complete. No further progress. Request for Vicky Warwick to resend template	V Magee
(5.2)	Financial Statement	Kylie just requiring paperwork and then she will complete	K McKivett
(10.2)	Coffee Vans	Justin will transfer some funds into the bank account. Renae Ritchie has had an email from the coffee van who did the carnival.	Closed
<b>4</b>	<b>Correspondence In/Out</b>		
	<b>In</b>	P & C new constitution Principles day information WACSSO Conference information Harlequin school information Acquittal form acknowledgement	
	<b>Out</b>	Nil	
<b>5</b>	<b>Treasurers Report</b>		
	General account	Tabled summary of the general account for June & July. To be voted on next meeting	To be voted on at August

No.	Item	Description	Action
			meeting  Treasurers Report June 2019.pdf  Treasurers Report July 2019.pdf
5.1	Debit card purchase	To be organised for 2020	On going
<b>6</b>	<b>Other reports</b>		
6.1	President		 Presidents Report July 2019.pdf
6.1.1	Fathering project	No further updates	
6.2	Principal	School now has interstate shirts, a big thankyou from Clint and the phys ed team School has received a grant of up to \$25,000. Looking at shade sales Week 19/08 – Book week and school open day. Book week parade Advertising the deputy head position	
6.3	Fundraising	No written report tabled for this meeting Entertainment book: 80 sold so far with a profit of around \$11,020 Father's Day: Preparation is in full swing. Will require a float but will put it forward at the next meeting	
6.4	School Banking	Ongoing requirement for assistance on a Wednesday. Neelu to speak to Sue at the school in regards to advertising for help	
6.5	School Board	No report to give	
<b>7</b>	<b>General Business</b>		
		Nil	
<b>8</b>	<b>Other Business</b>		
		Nil	
<b>9</b>	<b>Date of next meeting</b>		

No.	Item	Description	Action
		Monday 26 <sup>th</sup> August 2019 General Meeting Bletchley Park School Staffroom 7.00pm	
10	Closure		
		Meeting closed 19.23	