



Day Care Parents Forum Meeting – Minutes

Date of meeting: Friday 8th May 2026

Parents/ Carers Present: 10

Minutes taken by: Katie Burrell

Chaired By: Katie Burrell

Meeting Started: 9.00am

Meeting ended: 10.00am

- Welcome and previous minutes taken as actioned

STAFFING

- Apples: vacancy as Tannae is on maternity leave for a year.
- Palms: Early Years Educator appointed. Yasmin on long term sickness – due back mid-May. Michelle currently covering absence.
- Awaiting neighbourhood Speech and Language Therapist to be allocated to the centre.

FRIENDS OF MAPLEDENE

- N'jaindeh has stepped down as Vice Chair.
- AGM meeting to be scheduled. **Action: Katie to organise date between Miza and Trustees in early June.**
- Confirm £4520.87 in bank account. Noted we cannot have over £5000 as we are a charity. Group agreed to release £2000 to Mapledene Centre.
Action: Miza to confirm what priority items to spend this on.

CENTRE BUDGET

- Budget meeting with Hackney Education scheduled 21st May.
- Current budget closed, awaiting feedback from Queensbridge Finance and draft budget for FY26/27.

CURRICULUM

- Parent / Teacher consultation starts 6th July.
- Transition starts 29th June.
- Upcoming school trips:
 - o Apples: Hackney City Farm, 5th June



Mapledene & Queensbridge Children's Centre

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- Palms: Hackney Central / train ride. Action: Merlene to confirm dates with Anthony.
- Maples: Nando's, 26th May
- Noted request from parents for update on dates from Mapledene staff, to ensure there is enough time for parents to ensure assistance in place.
- Upcoming events, please endeavour to participate:
 - Red Book Day 20th May
 - Sports Day Apples 22nd May
 - Fathers Day 19th June
 - Graduation 1st-3rd July
 - Playing out 30th July (1300-1500 road closure and activities)

EXTENDED SERVICES

- Undertaking targeted work (Book Corner, PEEP, SFL, baby massage, first aid, baby steps etc).
- Outreach key focus this term, targeting young babies to access sessions though new birth data. Miza noted noticeable drop-in birth rate.
- Family Help Service within children and families service. Reforms a single-family help service bringing together Targeted Early Help and Child in Need / Child Protection Services. Within this also comes the new Parenting Plus Team. Will be held at Ann Taylor.
- New project with Valued Green to support those struggling in the community.
- New working partnership with Elhance, construction group, to enhance children's knowledge about construction.

FUNDRAISING

- Noted it was a challenge for staff to attend / work the summer fair if at the weekend. Agreed date of summer fair to be Friday 10th July, afternoon (2pm onwards). **Action: Miza to liaise with Pam regarding what provision will there be for childcare post 2pm.**
- Agreed areas for the fair are the reception, outdoor play space, garden and potentially car park. **Action: Camille to get residents parking for staff who car would be parked in the staff carpark for the afternoon so that we can set up bouncy castle.**
- Ideas for summer fair as below:
- Face / nail painting: **Action: Katie to liaise with external provider to see how much this would cost and how a profit system would work**



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- Fire brigade: **Action: Anthony and Asiya to call Fire Brigade at Stoke Newington / Old Street / Homerton to see if any would be available to park up outside for an hour.**
- Bubble man: **Action: Katie to liaise with external provider to see how much this would cost and how a profit system would work**
- Entry: Agreed to charge entrance fee (£1 adult, 50p child) with a wristband system. Messaging to say you can pay what you would like to try to increase donations. **Action: Katie to source wristbands online.**
- Music: **Action: Miza to see if we can access music / sound system in reception area or outside with portable speaker.**
- Bouncy Castle - noted that at least 2 or 3 adults would need to be present during use. Could only be set up in car park. **Action: Miza to speak to bouncy castle hire to see if they can do at mates rates / free.**
- Tombola: **Action: Camille to source prizes for kids for tombola**
- Drinks: **Action: Ree to speak to N'jaindeh regarding changing date for alcohol license.**
- Sponsorship / corporate donation: **Action: Ree to speak to N'jaindeh to get contact at Dexters and understand how much they were willing to contribute.**
- BBQ - Noted Hallal meat to be served. **Action: Ree to speak to Merlene about running BBQ. Miza to speak to Pam to purchase new BBQ and understand if cost of food would come from Mapledene budget or Friends of Mapledene.**
- Take away pizza: idea to sell by the slice. **Action: Ree to call Yard Sale Pizza to see If they would donate some of their extra-large pizzas**
- Estate agent boards - **Action: Miza to speak to contact at Blake Stanley to understand cost per board. Jenna to circulate on mums groups etc following confirmation.**
- Raffle - All parents to be encouraged to contribute (new stuff / unused gifts / donations from bakeries / restaurants / local businesses etc). **Action: All to source a prize for raffle! Miza to issue notice to all parents on Tapestry.**
- Stalls: Agreed £25/table for local businesses. **Action: Miza to issue notice to all parents on Tapestry.**
- Games - hook a duck, bean bags, basketball, football etc. **Action: Miza to organise / facilitate with centre.**
- Other - Richmond Road Medical Centre to be explored. **Action: Jenna to call to see if any donations / volunteers etc.**



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- Card machine - **Action: Miza to check card machine working! Camille to call Lloyds to see how many apps can we have associated to the one account for use on the day. Token system to be confirmed following this.**
- Volunteers - At least 12 parent volunteers needed for the fair. **Action: Miza to put out open call on Tapestry.**
- Poster - design poster for fair. **Action: Katie / Alastair to draw up and give to Miza for printing.**
- Gardening - potential to sell plant pots / plants at fair. **Action: Katie to speak to N1 garden centre to see if there is anything they could donate.**

AOB

- Mural - noted it would be nice to have art work co-designed with the children either in garden or in car park. **Action: KB to explore options (likely later in the year!)**
- Tea towels - Ree explored options for tea towels. Agreed to look into tea towel for Maples room leavers, which would have drawings from all children on it. **Action: Ree to explore in more detail.**
- Learning Garden - all agreed it would be good to understand what the "vision" for the learning garden is. At the moment it is difficult to get volunteers as there is no system / regular maintenance in place and feels piecemeal. Agreed to trial rota for gardening in centre to encourage parents to sign up. **Action: Katie / Alastair to design rota poster for circulation in centre. Miza to liaise with Michelle to understand better what the vision is (is it quarterly / per term / pre-planned ideas etc)**
- Volunteers - noted corporate responsibilities at Virginie's workplace of 1 day a year for staff to volunteer. Ideas around painting, decoration, gardening were suggested. It would be a group of people, for a full day, so they would need a specific project. **Action: Miza to discuss options for volunteering with Pam to understand what checks would need to be in place etc. and liaise with Virginie.**