

PTA Meeting Minutes

13th February 2020

Attendees

Parents:

Nikki Bellows (NB) – Chair
Mo Sayers (MS) – Treasurer
Amelia Champion (AC)
Hazel Young (HY)
Abbie Holden (AH)
Rebecca Manning (RM)
Maddie Davies (MD)
Nikki George (NG)
Hannah Chegwyn (HC)
Gayle Outten (GO)

Teachers:

Mrs Pipe (KP)- Acting Headteacher

Apologies: Melissa Quick (MQ), Jo Shannon,

Current Roles

AC was voted in as secretary, vote seconded By MS

MS will give AC the details of her roles and any log-ins required in order to fulfil her new role. AC will be taking over from RM. It was agreed that RM should be removed from the Charity commission as a Trustee. and AC would be added. NB to action this.

HY will be leaving the PTA in July. It was agreed that HY will be removed from the Charity commission as a trustee and MS be added. NB To action this.

It was agreed that HY and RM be removed from the banking, and that AC and MS be added.

Finances

MS provided a summary of the PTA bank account balance: £6768.90

The Annual return was completed by MS in January and is available to view on the gov.org website.

Plan to spend

MS passed on a messages from MQ regarding needing detailed/ architectural drawings of the shelter in order to get quotes.

NG assured that her husband is happy to do the necessary drawings but needs to meet with Mr G/ Mrs P and MQ's husband on site to fully understand and discuss the requirements. NG to action this.

NB and AH along with others raised concerns that maintenance of such outbuildings have been an issue in the past, and the finished shelter may also experience maintenance issues.

MS raised a concern that organisationally and financially the PTA may not be able to achieve the final shelter.

KP assured the PTA that it would be a really useful space and would be beneficial for the children not only for lessons but also for lunchtime use. The original design for the shelter was agreed however, if that is too expensive then it was agreed overall that maybe we could consider an alternative design.

HY suggested lottery funding. AC suggested approaching local businesses for donations, Such as Kivells, Liskeard and Looe Rotarty, Lyons, Darion Jay, DG Carew, Howdens. AC and NG to action.

NG said we need written info from the school about how the shelter will benefit the children to give to local businesses. Mrs P to action this.

KP thinks that we do not need to use a builder certified by the school. AC suggested asking local builders to help, to make a community build, which would cut down/remove builders costs. Any builder wanting to provide a quote can visit the school during school hours via prior arrangement.

MS, NB, HY and AC felt progress was slow and our parents may stop being so generous if they don't see some of their money being used.

It was generally agreed that a cut off point was needed to stop our fundraising specifically for a shelter if progress hasn't been met by a certain date. No date confirmed at this meeting.

NG feels a focus shelter meeting is needed with a representative from the school present. To be actioned once meeting has happened for plans and drawings and quotes received.

KP says that there are plenty of things the school needs, but the teachers don't ask as they are aware we are saving for a shelter. MS and NG voiced that although the shelter is was our overall goal, the PTA are still happy to contribute now to the schools needs. KP said that someone is coming in to give a quote for the reception canopy WB 17.02.2020 and even a contribution towards the repair would be appreciated. KP will ask teachers if there are any requests. MS mentioned the Imagination and Creative Play Project, Mrs P will ask teachers if they require anything.

Easter Bingo 20.03.2020

KP assured the PTA that a representative from the school will attend the Easter Bingo.

MS raised concerns about the expiration date of the gambling licence. HY says MQ has been responsible for this in the past. NB will pass on to MQ to action.

NB will ask Heather to put the following info on the school newsletter, relating to the Easter bingo:

- doors open at 17:30, eyes down at 18:00.
- Non uniform day on 20.03.20 for which the fine is an egg for the bingo.
- The PTA will provide cakes for refreshments but the newsletter should ask for cake donations from parents AS WELL as eggs.

No one voiced any preference for roles on the night. The following are available to help:

M Davies

A Champion

G Outten

H Chegwyn

N George

H Young

B Manning (along with her mother and Nan)

N Bellows

NB will check if Tea, Coffee, Squash, highlighters and Bingo books need to be purchased and Action this if necessary.

Summer Fair 10.06.2020

The PTA requested that innovation week is reintroduced this year. KP will discuss this at a staff meeting.

HY will book Mr Bounce (bouncy castle).

AOB

MQ has some leftover selection boxes from the Christmas Grotto. We are unsure of the expiry date or amount. If they expire before the Easter bingo, and the quantity is sufficient to run an after school tuck shop, then KP has given her permission for this.

NG has asked to see the PTA constitution. MS thinks it is available online and will send NG the link, or if its password protected she will send a copy to NG.

MS explained the new PTA e-mail account is for general PTA use. The address is dobwallsptaevents@gmail.com

Next Meeting:

A Focus Shelter Meeting with a representative from the school TBC, KP will give some possible dates.

It was felt no formal PTA meeting was necessary before the Easter bingo.