

# Newton Poppleford School Association (PTFA)

Meeting Minutes

Tuesday 12<sup>th</sup> November 2019, 7.30pm, The Cannon

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**Attendees:** Tilli Beglin (Chair), Teri Murphy, Katy Evans (Secretary), Jon Leeson-Kings (Treasurer), Sarah Furzer, Stuart Vaughan, Chris Burhop

**Apologies:** Liza McClean

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The night began with those present paying respects to the tragic loss of Becky Varley.

## **Bonfire Night**

There was a lengthy discussion about a recent article published in the Parish Council magazine about the village bonfire night. PTFA members felt strongly that the article portrayed them in a poor light and contained several factual inaccuracies. They would like the Parish Council to publish a retraction of the article, publicly correcting their mistakes. They feel that the article has damaged their reputation within the community and may therefore impact the success of future fundraising events.

Chris Burhop, Chair of the Parish Council, kindly attended our meeting and spoke on behalf on the Parish Council. He stated that he sympathised with many of the points presented but was unable to publish a response in the time available. He advised that he would not expect the Parish Council to agree to publish any further statements on the matter & he recommended that the PTFA do not either so as not to perpetuate the issue.

The outcomes of the discussion were as follows:

- Chris will add an agenda item to the upcoming Parish Council meeting (25<sup>th</sup> November) to discuss the article and the points presented to him by the PTFA (**Action – Chris**). The PTFA members are welcome to attend this meeting.
- Teri agreed to send Chris a screen shot of the Facebook discussion relating to the Bonfire Night prior to the Parish Council meeting (**Action- Teri**).
- PTFA members agreed to consider their position in respect to the article & consider submitting their own response to the article (**Action – All**).

The PTFA is grateful that Chris took the time to attend our meeting and to hear our view-point. Chris stated that he remains a supporter of the PTFA and the school community.

## **School Disco:**

The school disco is on 22<sup>nd</sup> November, 5-7pm in the school hall. Mr. Vaughan will be the key holder for the event. School access will be via the bridge & round the back path for those who need it as we are unable to use the lift.

The event has been publicised. All promotional material clearly states that a responsible adult must accompany & assume responsibility for children attending the event.

Sarah has successfully recruited three volunteers to help on the night. Emily Day-Kerry & Liza McClean have also volunteered their time to do face-painting at a charge of 50p per child.

Tilli is organising the following refreshments for the event (**Action – Tilli**):

- Sausages/Veggie sausages, rolls & ketchup
  - Frankfurter sausages - £1 each
  - Meat sausages - £1.50
  - Veggie sausages
- Squash & water – drinks provided free of charge to children who bring a refillable drinks bottle to cut down on plastic waste
- Tuck shop with crisps, chocolate, sweets etc (check remaining PTFA stock from previous events & top-up as appropriate – **Action - Tilli**)
- Teas & coffees for parents

#### **Allotment:**

Preparation for the allotment is on-going. The working group which was scheduled for 9<sup>th</sup> November was postponed due to the bad weather. It has been rescheduled for 16<sup>th</sup> November. This change has been communicated to parents via social media & School Matters. A plea for volunteers has been made to parent Facebook groups.

All present would like to say a special thank you to Noel Bonetta and Rich Davey for strimming the designated area in preparation for the allotment.

#### **Christmas Fair:**

The Christmas Fair will be held on 7<sup>th</sup> December, 2-4pm in the school hall. A key holder has been sourced for the event. The school choir will attend the fair (in the absence of Mrs. Raffell). Children are busy making decorations for the school hall.

**Christmas Tree:** Teri has been trying to source a Christmas tree for the school hall. There has been an offer of a 10-12ft tree from Four Elms Fruit Farm for £35. Teri is also contacting local businesses (Coombe Garden Centre, Cotley Farm, Kings Garden Centre) to see whether anyone would be prepared to donate a tree for free (**Action -Teri**)

**Posters/Promotion:** Vicki Russell (graphic designer & parent) has agreed to support the PTFA with the design of posters for the Christmas Fair.

**Hamper Items/Year Groups:** It was agreed that hamper donations will be collected in the same format as previous years. A letter will go out to parents by 15<sup>th</sup> November asking for the following donations:

| <b>Year Group</b> | <b>Hamper Items</b>  |
|-------------------|--|
| Pre-school        | Arts & Crafts  |
| Reception         | Jams/Chutneys/Marmalades (To specify that these are not to be home-made) |
| Y1                | Confectionaries  |
| Y2                | Bottles  |
| Y3                | Biscuits/Crackers/Festive Foods  |
| Y4                | Toiletries   |
| Y5                | Christmas bows & wrapping  |
| Y6                | Bottles  |

**Hamper Wrapping:** We aim to collect donations for the hampers up to 29th November, with wrapping by volunteers on 4<sup>th</sup> December. It is hoped that a room will be available within the school for the wrapping.

**Stalls:** It was agreed that we would attempt to run the following stalls:

- Christmas Hampers
- Food & Drink (Coffee/Tea/Sausage Rolls/Mince Pies/free water squash for those who bring reusable bottles)
- Cakes
- Crafts to sell (so far - knitted snowmen)
- Guess the weight of the cake
- Guess the quantity of sweets
- Name the teddy
- Double decker
- Toy Sale (Good condition toy donations)
- Games (specifics to be agreed)
- Tuck shop
- Elf trail
- Christmas Grotto

**Crafters:** We agreed that it would be great to have a selection of crafts to sell. We need to appeal to local crafters for their support with producing these items (**Action – Teri**).

**Christmas Grotto:** It was agreed to contact Rachel & Kim to arrange the Christmas Grotto team. It is hoped that we will be able to use one of the classrooms as the grotto to alleviate congestion in the school hall. Mr. Vaughan agreed to liaise with teaching staff to see if this would be possible (**Action – Mr. Vaughan**).

We need to find a Santa & Elves for the event, along with grotto gifts. There is a possibility that the Pre-School Santa maybe able to do it – Teri to check (**Action – Teri**).

**Licence:** Lisa has agreed to apply for a licence for the event (**Action – Lisa**). This will allow us to sell a selection of alcoholic drinks.

**Requests for Funding:**

**English Touring Opera** - We have received a request for funding of £290 for the English Touring Opera visit in November. [Request approved](#)

**AOB**

None

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**Next Meeting:** Christmas Fair Planning - Monday 18<sup>th</sup> November 2019, 7.30 at the Cannon Inn.  
Everyone welcome!