

# Newton Poppleford School Association (PTFA)

Meeting Minutes

Tuesday 26<sup>th</sup> February 2019, 7pm, The Canon

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**Attendees:** Tilli Beglin (Chair), Teri Murphy (Dep Chair), Katy Evans (Secretary), Jon Leeson-Kings (Treasurer), Kim Davey

**Apologies:** None

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## Minutes from 15.1.2019

The minutes from 20.11.2018 meeting were accepted as correct.

### Pudding & Quiz Night:

The Pudding & Quiz night is going ahead on Friday 1<sup>st</sup> March at the Pavilion. 10 Tables have been confirmed. 12 tables will be set up on the night to accommodate any late entries.

Jon agreed to purchase 6 bottles of wine/beer for the winning team (**Action Jon**).

Tilli is bringing the following supplies for the night (tea, coffee, sugar, milk, paper plates, napkins, bin liners, raffle tickets) (**Action Tilli**).

Teri offered to help with the set-up of the event. She will liaise with Hazel & Al to allow entry to the venue & set-up of the sound system (**Action Teri**).

A call-out has gone out asking for volunteers to provide puddings/cheese & biscuits as well as prizes for the raffle.

### Clothing Collection

The clothing collection is scheduled for 20<sup>th</sup> March. The collection bags have already gone out to all school pupils along with a letter specifying items that are suitable for donation. A gazebo will be set-up at school on Monday 18<sup>th</sup> March for storage of any donated items prior to collection on the 20<sup>th</sup>.

The clothing collection will be advertised to the local community via the parish magazine. It will also be promoted on social media once the Quiz & Pudding night is over.

### Easter Egg Hunt

We proposed a possible date for the Easter Egg Hunt on the afternoon of Thursday 4<sup>th</sup> April. It was thought that linking the event with the end of term may help to maximise attendance.

We are unsure of the venue for the event at present. The Pavilion or the School grounds may be suitable. To be discussed further with school staff.

As well as the Easter egg hunt (varying difficulties for different age children), it was agreed that the event should include stalls, games and possibly an Easter bonnet parade. Teri may also be able to bring some recently hatched chicks for the children to see.

It was agreed that a further meeting is required to finalise the details of the Easter Egg Hunt event. We hope to liaise closely with pre-school staff to gain their input as it is historically their event. A meeting will be scheduled for the week commencing 4<sup>th</sup> March (**Action Teri**).

### **School/Community Gardening Initiative**

Jon agreed to contact Rosemary Walker (Parish Councillor) to reiterate that we would be very keen to accept any offers of help that they are able to provide. Support is likely to involve physical help from Newton Poppleford Gardening Club as well as potential financial support from Devon Garden Trust. Unfortunately, we are unable to put firm plans in place until all the demolition/clearance work on the school grounds has been completed & workmen have left the site. (**Action Jon**)

### **Plaques for Bricks**

Jon has obtained 150 bricks from the old school building. He will organise a small team to help clean the bricks up. He is also in the process of obtaining prices for plaques to accompany the bricks. It is hoped that the bricks will be ready to sell at the school opening event. (**Action Jon**)

### **Plaques for Bookshelves**

It was agreed that plaques for the donated bookshelves are required ASAP. Jon is in the process of obtaining prices for the plaques. (**Action Jon**)

### **Dispersment of Funds to School**

The requested funds have been transferred to the school leaving the PTFA current balance at £6472.91. We are awaiting a document from Mr. Vaughan detailing what the donated money has been spent on (**Teri/Tilli to action**).

### **Request for Funding**

**Year 4** - We have received a request for funding of £350 for the class trip to the Roman Baths. This is to include the funds raised from the cake sales & their £100 coach money. Request approved.

**Reception** – We have received a request for funding of £60 for a ‘Pyjama Drama’ workshop. Request approved.

### **Any other Business**

#### **Marquee:**

We need to replace the PTFA marquee which is going to cost in the region of £500. There may be an opportunity to obtain a second-hand marquee cheaply from a local marquee company. Teri agreed to follow-up with her contact to see whether this is likely. **(Action Teri)**

#### **School Opening Event:**

The school will be holding an opening event for the local community/press (date to be confirmed). It was agreed that the PTFA should have a stall at the event selling prints of the old school, bricks from the old school building & cakes.

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**Next Meeting:** Tuesday 5<sup>th</sup> March 2019, 9.10am, Station Road