

Newton Poppleford School Association (PTFA)

Meeting Minutes

Tuesday 29th October 2019, 7.30pm, The Cannon

Attendees: Tilli Beglin (Chair), Teri Murphy, Katy Evans (Secretary), Liza McClean

Apologies: Jon Leeson-Kings (Treasurer)

School Disco:

The agreed date for the school disco is 22nd November, 5-7pm in the school hall. Mr. Vaughan will be the key holder for the event.

Teri/Tilli agreed to produce promotional material for the event, including a poster as well as letters for the children's book bags (**Action-Teri/Tilli**).

Volunteers are required to help run the event. It was thought that Sarah Furzer may be able to recruit volunteers (**Action – Sarah**).

Tilli agreed to provide the following refreshments for the event (**Action – Tilli**):

- Sausages/Veggie sausages, rolls & ketchup
- Pop corn
- Squash & water – drinks provided free of charge to children who will be asked to bring a refillable drinks bottle to cut down on plastic waste
- Tuck shop with crisps, chocolate etc (check remaining PTFA stock from previous events)
- Teas & coffees for parents

There has been an offer from a parent (Emily Day-Kerry) to provide neon face painting at the event for a small fee (50p per child). This was collectively thought to be a good idea. Additional parent volunteers maybe required to help depending on demand.

FabBricks:

Leaflets for FabBricks (personalised lego minifigures) have been distributed via the pupils book bags. The closing dates for orders will be 15th November. The PTFA will get £1 for every item ordered.

Allotment:

Preparation for the allotment is on-going. The working group which was scheduled for 2nd November has been postponed until 9th November. This change has been communicated to parents via social media & an update will be included in this week's edition of School Matters.

We agreed that there should be a real push to recruit more volunteers to help with this project. Those present at the meeting agreed to contact their respective class parent Facebook group with all the relevant details. (**Action – All**)

Christmas Fair:

The Christmas Fair will be held on 7th December, 2-4pm in the school hall. Teri/Tilli agreed to liaise with the school office/Mr. Vaughan to find an appropriate key holder (**Action – Teri/Tilli**). It is also hoped that a member of staff will accompany the school choir to the event.

We have been asked by the school to source a Christmas tree for the school hall. Teri has an established contact at a local Christmas tree farm who donated a beautiful Christmas tree last year. Teri agreed to get in touch with them to see whether they can provide a tree this year (**Action – Teri**). It was suggested that the tree should be delivered in the week before the Christmas Fair so that it can be fully erected & decorated before the day of the event. This will be discussed further with the supplier.

Requests for Funding:

We have received a request for funding for a puppet show for pre-school children on the day of the school panto trip. The total cost for the visiting theatre group is £155. PTFA are likely to fund approximately £85 towards the total cost, in keeping with funding allocated per class to attend the panto. Parents will also be asked to contribute towards the cost. Awaiting appropriate forms from pre-school staff before funding can be fully approved.

AOB

None

Next Meeting: Tuesday 12th November 2019, 7.30 at the Cannon Inn. Everyone welcome!