

Newton Poppleford School Association (PTFA)

Meeting Minutes

Tuesday 30th April 2019, 7.30pm The Cannon

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

Apologies: Amanda Thomas, Mary Raffell, Nicola Dowsing

Easter Eggstravaganza Debrief

The Easter Eggstravaganza event was a great success with lots of positive feedback from those who attended. People particularly loved the chicks & lamb! The event raised approximately £750 profit for the PTFA. Those present at the meeting would like to highlight our sincere thanks to Kelly Abbott for her contributions to the event. The profits achieved would not have been possible without her generous donations.

There were a few problems on the day & we have noted the following learnings to make the event even more successful next year:

- We need a better wet weather contingency plan for the Easter bonnet parade.
- We need to organise the volunteer list further in advance of the event.

Year 6 Leavers Activities

It was agreed that the PTFA will contribute £150 to the Y6 leavers activities. Teri agreed to e-mail Cathy Hind to confirm this (**Action Teri**).

School Opening Event

The official school opening event will be held after school on 11th June. The PTFA will have a table at the event selling bricks from the old school building, prints of the old school as well as the whole school photograph taken at the end of last year. In order to prepare for this, Jon agreed to purchase the plaques to accompany the bricks (**Action Jon**) & Tilli agreed to confirm that it is OK to sell the school photo (**Action Tilli**).

We also hope to present the school with a cheque for the funds raised last year (**Action Jon**).

It has been agreed that Year 5 pupils will sell tea/coffee & cakes at the event to raise money for their residential trip.

Shed

It has been agreed that we will purchase an 8x10 ft shed to house PTFA items at school (**Action Jon**). Before we purchase the shed, we need to lay a base for it in the school grounds. We have a parent volunteer who has offered to help but we need to confirm a deadline with them for this to be done (**Action Teri**).

Summer Fete

We agreed on the Pavilions as the venue for the Summer Fete. We hope to run the event on either 28th June or 5th July depending on the availability of the venue (Tilli to confirm with venue – **Action Tilli**).

Jon has renewed our lottery licence so we are able to run a raffle as done on previous years. Teri agreed to coordinate volunteers to obtain prizes for the raffle (**Action Teri**).

We agreed that the children would take books of raffle tickets home to sell. We need to have the tickets ready for children to take home before the half term holiday. There will be a prize for the class who sells the most tickets.

AOB

- Mrs. Thomas has asked for £220 to fund a first aid class for Reception, Y1 & Y2 pupils.
 - Request approved by all present
 - If the course is a success, it might be rolled out to older pupils & parents. Teri agreed to gauge interest for running a course for parents (**Action Teri**)

- VIAM (Voice in a Million) – Mrs. Raffell is organising a trip for the choir to attend this event & is likely to request funding from PTFA.
 - Await formal request for funds

- Coffee Morning – we have been offered a venue to host a coffee morning in the summer
 - Await more details on likely PTFA involvement

- Pamper Night – Due to other events, we have not had the time to organise the Pamper Night. It was agreed by all present to run this event next year.

Next Meeting: Tuesday 4th June 2019, 7.30 pm, The Cannon

Teri & Tilli will have an interim meeting before half term to help prepare for Summer Fete.