

# Newton Poppleford School Association (PTFA)

Meeting Minutes

Tuesday 8<sup>th</sup> October 2019, 7.30pm, The Cannon

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**Attendees:** Tilli Beglin (Chair), Jon Leeson-Kings (Treasurer), Katy Evans (Secretary), Teri Murphy, Nicola Dowsing, Sarah Furzer, Vicky Simpson, Henry Odbert, Kim Davey, Sarah Quilty, Liza McClean

**Apologies:** Stuart Vaughan (Head), Terrie Hall, Georgia Trengrove

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## **AGM minutes:**

The minutes from the recent AGM were signed off as correct.

## **Bonfire Night:**

The PTFA have been asked to contribute approximately 20% of their profits to the Pavilion & Playing Foundation in return for having exclusive rights to the catering for the village bonfire night. As discussed previously, we collectively felt that this was too much. We made a counteroffer of 10% of our profits along with providing stewards and selling tickets to the event. This counteroffer was rejected by the Parish Council. As such, our options are as follows:

1. Have no involvement with the event.
2. Match the original offer, donating 20% of our profits, selling tickets but not providing stewards.

The options were considered by all present at the meeting. There was a unanimous vote to have no involvement with the event this year, primarily because there is limited time available for preparation. Teri agreed to contact the Parish Council with this decision & to reiterate that we would wish to be considered for future years (**Action – Teri**).

## **School Disco:**

Sarah Furzer recently won a prize of a whole school disco (including pre-school). Our preferred date for the event is 22<sup>nd</sup> November, 5-7pm (timings to be confirmed with DJ). This date is suitable for the DJ but need to confirm availability of the school hall (**Action – Teri**).

Catering of the event was discussed. A Greendale style BBQ was rejected, with parents instead favouring a sausage sizzle & tuck shop, with a view to keep costs low for those attending. All catering will be done by volunteers in the school kitchen.

Parents will be expected to accompany children attending the disco, staying for the duration. We aim to set up a quiet space (classroom ?) for parents & give them the options of buying drinks (tea/coffees etc) and snacks.

### **Christmas Fair:**

Our preferred date for the Christmas Fair is 7<sup>th</sup> Dec. Teri agreed to check the availability of the school hall & KS2 choir before confirming this date (**Action – Teri**).

It was thought that the event will be run in a similar format to previous years with hampers, a craft table, games, refreshments & Christmas Grotto. Meeting attendees were asked to think of any other ideas which will be discussed further at the next meeting. It was noted that we may need a new Santa.

### **Christmas Cards:**

Kim Davey had previously suggested personalised Christmas cards as an idea for fundraising. It was agreed by all present that this is an excellent idea that should be pursued further next year as there is insufficient time this year.

### **Fab Bricks:**

Leaflets for Fab Bricks (personalised lego minifigures) will be distributed on 25<sup>th</sup> October via the pupils Book Bags. The closing dates for orders will be 15<sup>th</sup> November with purchased items being distributed at the Christmas Fair (or via Book Bags for anyone who can't attend this event). The PTFA will get £1 for every item ordered.

### **Allotment:**

Preparation for the allotment is progressing really well. Teri has obtained donations of a greenhouse, a water butt, storage boxes, repurposed tools, paving slabs, manure & a selection of seeds.

There will be a working group put together on 2<sup>nd</sup> November to prepare the base for the greenhouse as well as various other jobs. This will be promoted on social media (**Action – Teri**).

Raised beds will be put in to the designated space in the week after half term. There are two options available:

1. 9 beds, 20cm high – costs approximately £1000
2. 9 beds, 40cm high – costs approximately £2000

There was a unanimous vote in support of option 1.

Teri fed back to the group that she has submitted two grants (both for £500) to support the development of the allotments. It is likely we will hear decisions in early December.

### **Theatre Trip:**

The PTFA is helping to fund a school trip to the pantomime in early December. The PTFA will be paying for the coach travel (approximately £600) & parents will be asked to pay for tickets, costing £8 each.

As pre-school will not partake in this theatre trip, it was thought that we could help fund a visiting event (eg. visiting theatre group) for these pupils. Nicola agreed to investigate suitable options & provide quotes at the next PTFA meeting (**Action – Nicola**).

### **Requests for Funding:**

**School theatre trip** - We have received a request for funding of £600 for transport for the whole school (excluding pre-school) to the pantomime in December. [Request approved](#)

**WOW Art Week (October)** - We have received a request for funding of £250 for a visiting artist to work with KS2 year groups. [Request approved](#)

We have received a request for funding of approximately £56 per class for a visiting potter to work with KS1 children. This may take place outside of the designated Art Week. [Request approved](#)

### **AOB**

**Taylors Daffodils** – There is currently a project being run by Taylors Daffodils to provide pots/bulbs etc enabling children to grow their own daffodils. Kim has contacted a local garden centre & is awaiting feedback.

**School Lottery** – Sarah Quilty presented information about a school lottery programme which is available. All present thought that this would be a good idea to pursue in the new year. There was a preference for us to run our own lottery rather than to be involved in the national scheme. Sarah agreed to investigate further and feedback to the group. Jon agreed to check whether the PTFA small lotter licence was sufficient (**Action – Sarah & Jon**)

**Bank Accounts** – We have recently changed to a Business account. Jon is going to investigate whether it is worth transferring our funds to the Deposit Account in order to earn interest. (**Action – Jon**)

### **Thanks!**

Thanks for everyone who attended this meeting – it was really fantastic to see such a great turn out.

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**Next Meeting:** Tuesday 29<sup>th</sup> October 2019, 7.30 at the Cannon Inn. Everyone welcome!