



Friends of Trannack School

Meeting Minutes

Held at Trannack

Friday 29th September 2017 7:30pm

Present:	Laura Stott	Chair
	Kara Wilson	Treasurer
	Natalie Woods	Secretary
	Jakie Jewell	Trustee
	Susannah Sedgwick	Trustee
	Louise Meacham	Trustee
	Gillian Higgs	Trustee
	Naomi Milner	Trustee

Item	Discussion and Decisions	Action
1. Agree minutes from the last meeting 17th July	LS ran through minutes from the last meeting. Minutes agreed as a true record of the meeting. LS signed a copy of the minutes.	NW LS
2. Plans	-Outdoor space for the Portreath class. SS has tried to get grants to fund the new area, So far the grants have been unsuccessful. SS is still looking into potential pots of money or sites to visit online to see what else may be available to apply for. PTA uk has a list of grants available.	

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	<p>SS has spoken to Mrs Powley in detail about what is needed for the area.</p> <p>Trustees discussed getting some builders to quote what the cost may be. Possibly get local companies to sponsor/ donate materials for the build.</p> <p>May need to speak to the Academy trust about planning permission and building a building.</p> <p>LM mentioned Helston school possibly helping as a construction project.</p> <p>LS to speak to Craig little. Passed number to SS.</p> <p>NM mentioned the Downsland trust for possible grant.</p> <p>-It was agreed that more social events would be good throughout the year like the Beetle Drive.</p> <p>-Ask parents if they can support/ help any of the projects. Look into putting in the newsletter that we need help.</p>	
3. FTS facebook page.	<p>All posts need to be approved.</p> <p>LS to look into pinning the rules of the page to the top so all users can see them.</p> <p>Trustees agreed that we should remove those who no longer have a connection to the school.</p>	
4. Easy fundraising	<p>LS would like someone to take over the promotion of easy fundraising.</p> <p>KW agreed to take on the role and keep up promoting it on the FTS FB page.</p> <p>NW to add details to the FTS newsletter.</p> <p>October half term assembly - FTS to let parents know about Easy fundraising.</p>	
5. Newsletter	NW provided a copy of the first draft of the newsletter for feedback.	NW

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	<p>All agreed to add money spent on all items.</p> <p>Advertise that support/help is needed for events and to raise money.</p> <p>NW needs to make the newsletter more visually appealing (aim at children).</p> <p>NW to email ES or Debra to find out what school photos can be used.</p> <p>Deadline - send out at the end of term.</p>	
6. Halloween	<p>GH is organising the Halloween event at school. The theme is Alice in Wonderland.</p> <p>2nd November - Thursday.</p> <p>FTS to fund pumpkin prizes.</p> <p>Parents will be asked for cake / jam tart donations.</p> <p>GH will check all details with school.</p> <p>Possibility of free tea and coffee for parents instead of FTS catering.</p> <p>VOTE: yes for £50 for the event - including £14 for prizes. NW to purchase the prizes.</p>	NW
7. Chirstmas	<p>JJ discussed the xmas4schools christmas cards.</p> <p>Children need to design the cards at school.</p> <p>The cards will be back earlier this year on the 1st December.</p> <p>Wreath making.</p> <p>JJ explained that some were sold on FB selling page.</p> <p>Greenery needs to be cut down before the making. 7th December to go greenery cutting.</p> <p>JJ will order more wreath rings.</p> <p>VOTE- yes to £120 for more wreath rings.</p> <p><u>Christmas fete:</u></p> <p>Raffle: Emma Mustafa has offered to be in charge of the raffle.</p>	LS

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	<p>Prizes need to be found. Each trustee needs to find at least one raffle prize.</p> <p>Natural gifts: GH to head up Catering: LS to be in charge Santa's grotto: SS with EM and NW to help Glitter crafts: KW</p> <p>NW offered to make the christmas gifts from Santa.</p> <p>FTS christmas lunch replacement. LS wanted to explain why we will no longer be doing the lunch and what has been agreed as an alternative. After speaking with ES it was agreed that there are too many children now to realistically cook and serve dinner for them at Trannack school. Feedback from last year was it was very stressful for all involved. The children can still have the fancy dress competition when Chartwells do the christmas lunch. The children were asked in assembly what they would like and they wanted to have a theatre company come and visit. LS discussed with ES the alternatives and it was agreed that Squashbox Theatre will be booked for a whole day. (£360)</p> <p>VOTE: yes for £360 for the Squashbox theatre.</p>	
8. AOB	<p>GH explained that the Woodland trust have agreed to put a gate from school into the wooded area for easy access. Still waiting on a date.</p> <p>Sheds. Look into raising money for new sheds for the school.</p>	
9. Next meeting	<p>Thursday , January 11th at Natalie's house.</p>	

At 10:30pm the meeting closed and everyone was thanked for their attendance and input.

Minutes agreed on:.....

Signed..... (Chair/Dep Chair)