



Friends of Trannack School

Meeting Minutes

Held at Trannack School

Monday 17th July 2017 7:30pm

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

Item	Discussion and Decisions	Action
1. Agree minutes from the last meeting 12th May	LS ran through minutes from the last meeting. Minutes agreed as a true record of the meeting. NW to print a copy to be signed by LS	NW LS
2. Sports day/ summer social	All agreed that Sports day was a great success! There was a huge positive response from all parents that attended. The sponsored bounce was a great way to raise money - more ideas for sponsored events for the rest of the year would be a way to raise more funds. KW - £1055 raised in total from Sports day and Summer social!	

Apologies for the next meeting to be sent to natswoods@hotmail.com or via the school office.

3. FTS wishlist update - purchases made.	<p>KW ran through all the purchase made for the school. £398.22 spent so far on: Maths equipment Musical instruments Kindle vouchers Headphones Walkie Talkies Mud Kitchen</p> <p>It was agreed that this information would be included in the FTS newsletter after the next AGM meeting.</p>	NW
4. EM and CM leaving as trustees	<p>LS explained that Emma Stritt has stepped down as Vice Chair and trustee and will now assume a honorary role within the FTS. It was agreed that it was a shame that Claire Mitchell has stepped down as trustee, however she will still play an active role in all fundraising events.</p>	
5. Easy Fundraising	<p>LS is continuing to advertise Easy Fundraising on the FTS facebook page. There are 32 members so far. It was discussed that there may be end of term prizes for those who have raised the most money. LS to check when we can access the money raised so far.</p>	LS
6. AGM in september	<p>The next AGM will be in september and will be open for everyone to attend. LS will put info on FB page and in school before the next AGM so parents and staff know what the meeting is about. The AGM needs to be advertised 2 weeks in advance so it was agreed the NW create advert to be displayed in school and FB before the end of term. Possible date: Thursday 14th September at 3:30pm at the school. SS needs to confirm she can attend on that date.</p>	NW
7. Halloween	<p>Halloween- possible date for next Halloween event was discussed. Looking at Thursday 2nd November. LS to check with Mrs Higgs about meeting to discuss the event.</p>	LS

8. Christmas	<p>JJ explained that the Christmas cards need to be designed before October half term. The boxes arrive in September. It needs to be decided whether the children design them in school or take them home.</p> <p>Trustees are aware of teacher's time within the school day to try and get everything done.</p> <p>Christmas fete.</p> <p>Trustees agreed that the fete should be on Friday 8th December to avoid holding on the same night as events in Helston (switch on of lights etc)</p> <p>Volunteers will be needed for the event.</p>	JJ
9. School kitchen	<p>LS to hand the new kitchen ideas back to school.</p> <p>FTS do not use the kitchen enough to warrant paying for a new one.</p> <p>Money can be used elsewhere.</p> <p>LS to speak the Academy man in charge.</p>	LS
10. Porteath outside area	<p>SS has been in lengthy discussions with EM and EP about what is needed for the outside area.</p> <p>An architect may be needed to come up with initial designs and ideas.</p> <p>NW and LM to start looking into possible architects to use.</p> <p>FTS money will be used to help with this design and build.</p>	<p>SS</p> <p>LM</p> <p>NW</p>
11. AOB	<p>LM told trustees that her boss is keen to sponsor some clothing for the school. Possibly running vests that can be used at a number of sporting events.</p> <p>LM may have a budget of up to £300 for this!</p>	LM

At 9pm the meeting closed and everyone was thanked for their attendance and input.
Next FTS meeting (after AGM): TBC.

Minutes agreed on:.....

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

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