



NORTH NEWTON COMMUNITY PRIMARY SCHOOL

PTFA MINUTES

Date: 5th March 2015

Time: 7pm

Location: North Newton School

In Attendance: Helen Coker (Chair), Morni Gauld (Secretary), Mark Grindrod (Treasurer), Nick Arnold (Headteacher), Lisa Brogden, Lee Brogden, Lee Jones, Penny Smith, Sue Stone, Charlotte Richards, Helen Barham.

Apologies: Terri Hillier, Ceri-ann Whatley, Claire Draper, Sally O'Connor, Claire Woodland, Rachel Cornish, D. Shaw.

The Chair opened the meeting at 7pm and the Minutes of the last meeting were discussed and approved.

MATTERS ARISING:

M. Grindrod informed the Committee that he is still not receiving the necessary banking service from Santander and that he was finding it difficult to approach other banks during working hours and would need assistance in doing this.

Santander still haven't sent the new cheque books and were 'chasing' this issue again. The main problem being that the a/c was initially with Abbey National, who were 'taken over' by Santander, and our information was not updated to the new company.

He said that Lloyds and Barclays both offer internet banking with a debit card for Community Banking Services and that for regular banking needs, they did not have charges (these only applied for cancelled cheques, overdrawn a/c, etc).

N. Arnold suggested enquiring about Natwest, as this is the bank that the school use and it may be beneficial to have the PTFA a/c with the same organisation.

Action to be Taken: Research to be made into Natwest, via initial discussions with Ros Hodge.

Person to Action: *N. Arnold - by next Committee meeting.*

Minibus Valeting

Action to be Taken: *Further enquiries to be made into costs for this service.*

Person to Action: *J. Barham, via H. Barham, - by next Committee Meeting.*

Minibus Advertising/Sponsorship

Action to be Taken: *Email to be sent to D. Shaw for current information.*

Person to Action: *H. Coker - by next Committee Meeting.*

Action to be Taken: *Liaison with companies about donations/sponsorship.*

Person to Action: *M. Grindrod - At the start of the next Financial Year.*

N. Arnold - (£500 approx. already received). Ongoing.

Salary Sacrifice

A letter has been sent to parents informing them of this.

Race Night

Date confirmed as Saturday 30th May, 2015, in the Harvest Moon.

May Fayre

The date has been confirmed as Saturday 16th May, 2015, in the School/Village Hall.

P. Smith made the suggestion that PTFA members take a clipboard around the playground to get parents to sign-up to help.

N. Arnold asked if the parents could be informed that May Queen, King, Attendants and Jester were roles which are elected by the children and not by teaching staff.

Action to be Taken: *Information to be sent to parents regarding May Fayre 'Roles'.*

Person to Action: *M. Gauld - by next Committee Meeting.*

Action to be Taken: *Help in acquiring materials/assistance for L. Brogden for plant stall.*

Person to Action: *H. Coker - by next Committee Meeting.*

Action to be Taken: *A May Fayre advert to be placed in the 'Link' magazine.*

Person to Action: *N. Arnold- next magazine edition.*

Action to be Taken: *Confirmation of attendance of Apple FM at May Fayre.*

Person to Action: *L. Jones - next Committee Meeting.*

Action to be Taken: *Confirmation of open-top bus and police car for use at May Fayre.*

Person to Action: *L. Jones - next Committee Meeting.*

Beer Fest Meeting

Action to be Taken: *Attendance at meeting by PTFA/School Representatives.*

Person to Action: *N. Arnold, H. Coker, M. Gauld, T. Hillier - 9th March 2015.*

Hedgehogs Aprons Request

N. Arnold has had discussions with the Class Teacher regarding the decision of the PTFA on this.

Action to be Taken: *Parent/teacher who requested this, to be informed of the outcome regarding this matter.*

Person to Action: *H. Coker - by next Committee Meeting.*

TREASURER'S REPORT:

Bank Balance at the end of Jan '15 was £4,589.47, which includes payment of £60 for annual membership of PTA UK, which was not on the previous report.

The PTFA has gratefully received an anonymous donation of £500.

£530 has been given to the school to cover the costs of the Xmas Plays and printing of the raffle tickets for this event.

Monies received from events:

Quiz - £132.60 **Cash from school** (miswritten cheques/choc bars) - £30 **Cash from raffle** - £25.80

The banked total was a very healthy sum of £5,755.84

The bank requested that M. Grindrod not use the account whilst they made the changes needed to update it, which has caused a few problems, so M. Grindrod is keeping a cash float of nearly £250 to be used for forthcoming events in the interim period.

£10 cash has been received from the Non-Uniform Day and M. Grindrod is still awaiting the remaining monies collected, from T. Hillier. He is also awaiting an invoice for the Easter Disco from the DJ.

M. Grindrod has been given a voucher for up to 4 people, to be used at the Minehead Eye. This can be put forward as a raffle prize at a future event.

HEADTEACHER'S REPORT:

Spring Term

Congratulations to the PTFA for the quiz night. Suggestions made that after the next one, team names could be drawn, or teams volunteer, in order to decide who sets the questions, rather than the winning team. Attendance was good, but was made-up of PTFA, Teachers & Governors, with very few parent/community support. How can this be addressed? M. Gauld suggested that perhaps a different venue may encourage those who are not directly connected to the school to participate. This to be further addressed for the next quiz.

Action to be Taken: *Engraving of the Quiz Winners Trophy for 2014 & 2015.*

Person to Action: *H. Coker - to be processed by next Committee Meeting.*

Sports, Pancake Races & World Book Day

Many successes within Cross Country, Tag Rugby and Netball - special mention made of the great achievements made by Josh McMillan and Bethany Little, (2nd & 3rd placed in their respective races), but 'Well Done' to all participants in these events.

Pancake races were fun, but were interrupted by the poor weather on the day.

N. Arnold expressed his gratitude to all parents for their efforts with costumes for the World Book Day celebrations, with the day being great fun and a huge success.

Future Events

Red Nose Day - 13th March, with cake sale, funny faces, wearing red, to raise money for this cause.

Children's Parliament - 13th March – 5 children from Years 5 & 6 selected to represent us in Taunton.

Drama Festival in Taunton - Participants from all years will attend this event.

Music Evening - all children will be performing in some way at this event on 25th March at RBSC. M. Gauld asked if N. Arnold could use the opportunity of Music Evening, with the majority of parents in attendance, to further promote the PTFA and ask for more support at events by the parents, for the benefit of the school and their children within it. Raffle prizes to be organised.

Action to be Taken: *Speech to parents about PTFA and Fundraising Thermometer Displayed.*

Person to Action: *N. Arnold - at Music Evening.*

Action to be Taken: *Raffle prizes to be organised.*

Person to Action: *H. Coker, M. Gauld, T. Hillier - by Music Evening.*

Family BBQ - Was a great success last year and N. Arnold, with the agreement of all Committee Members present, believed this could be further developed this year and will be discussed more at future Committee Meetings, but the presence of a barrel of ale at the event was not deemed to be a good idea when unmanned, with children present.

Old Minibus - independent checks have been carried out on this and the decision has been made to move maintenance checks for both minibuses to West Country Garage, instead of Skanska. 13-week checks will remain in place to ensure compliance with, and coverage by, our County insurance. N. Arnold thanked James Barham for his help with this matter.

Technology - The school can now match-fund the technology target and hope this can be actioned as soon as possible. IDN will be used for this purpose, overseen and after-care maintained by Chris Chaffey, our IT technician and Badger's IT Teacher. The main school entrance has been painted and looks much better.

H. Coker asked if we should still adopt the use of a 'Fundraising Thermometer' in order to exhibit to parents how the PTFA funds were being used and to show our achievements on an ongoing basis. This could be done using a bar chart to highlight a breakdown of funds received from different sources, eg PTFA, School, etc.

N. Arnold suggested using a piece of Marine Ply he had left-over from another school project for this purpose.

Action to be Taken: *Request be made to M. Wilson to design the thermometer.*

Person to Action: *H. Coker - by next Committee Meeting.*

CHAIRPERSON'S REPORT:

The 'Fundraising Team' have organised the Easter Disco.

H. Coker felt that communication between Committee Members, especially the Main Officers, was much better and more beneficial in undertaking the necessary tasks.

Thanks given to all those who attended the quiz and how lovely it was to see so many of the teaching staff supporting the event.

Perhaps further parental attendance could be encouraged through the children.

C. Richards suggested a film night as a fundraiser and M. Grindrod and M. Gauld suggested a Children's Sleepover as a possible money-spinner. After initial discussions about how this could successfully be adopted, C. Richards and N. Arnold both, 'in principle,' volunteered to help. The Committee agreed that the Summer Term, as suggested by N. Arnold, would probably be the best time for this event, as the playing field could be used for games, before returning to the school for a film. The suggestion that Sharon could provide breakfasts the following morning was also raised and a possible figure of £10 per child (reductions for multi-child families) was suggested. Further discussions to take place at a future meeting.

FUNDRAISING CO-ORDINATOR'S REPORT:

With T. Hillier unfortunately being unable to attend the meeting, no written report was submitted and all necessary fundraising events were discussed within other reports.

Playing Fields Sign

P. Smith asked if alterations could be made to the playing fields sign to include the word 'school', as people were getting confused with this field and the other playing field in the village (cricket) when attending sporting events. It was suggested that this was a 'Highways' sign, so not in our power to alter.

Action to be Taken:

Discussion with R. Hodge about previous dealings with this matter.

Person to Action:

N. Arnold - by next Committee Meeting.

A.O.B

Beetle Drive

H. Barham said that the Scouts had held a successful Beetle Drive and that perhaps the PTFA might like to consider this as a future fundraiser. It was decided that maybe the Autumn Term would be appropriate.

Action to be Taken:

Liaison with T. Hillier regarding introducing this event.

Person to Action:

H. Barham - by next Committee Meeting.

Xmas Plays Raffle & Village Hall Clean-up

P. Smith said that there had been confusion and further costs incurred regarding the raffle hampers at the Xmas Plays. H. Coker said that this had been addressed and would be better organised this year.

P. Smith also said that there had been complaints about the state of the Village Hall after the Halloween Bingo. This was noted and will be rectified at future events by all Committee.

DATE OF NEXT COMMITTEE MEETING - Thursday 23rd April at 7pm.

There being no further business, The Chair closed the meeting at 8.40pm.