



PLAXTOL SCHOOL ASSOCIATION

Minutes of Meeting

Monday 25th March 2024

14:10 – 15:15

Present: Jenny Johnson (JJ) – Meeting Chair, Merran Hilton (MJH), Claire Rowley (CR) – Head Teacher, Angela Shorter (AS) – Treasurer – Caroline Ward (CW) – Secretary, Helen Rust (HR) – Ed Graham (EG)

Apologies: Marian Hempstead (MH), Helen Chesterton (HC), Emma Curley (EC), Katie Nunn (KN)

1. Welcome and members present, apologies

Meeting started at 14.10

2. Approval of Minutes from last meeting

Minutes from the last meeting (February 2024) were approved. JJ signed a hard copy of the Minutes.

3. Any matters arising (not covered elsewhere on the agenda) – N/A

4. Financial report from Treasurer – Angela Shorter

AS provided an update on PSA finances. Total bank balance of £27,789.77, Current account £17,777.52, Savings account £10,012.25, income since last report £390.22.

5. Approvals required at meeting

- Lego on Amazon wishlist – MH to buy – approved by all
- Shelters to researched further and approve via email/WhatsApp – KN/JJ
- Grant applied for outside equipment by HC and PSA will fund further equipment needed

6. Income and fundraising going forward

- Amazon Smile – JJ to send out reminder again to parents
- 2024 challenge – money is now all in – JJ to send out thank you to parents
- Litter picking was successful with a small group within the village so will look into next year running it across all of the school
- Sports Track we will look at further in next meeting and look at Fairlawne helping to fund
- Suggest that class rooms may need air conditioning units – CR to ask teachers
- CR suggested Fairlawne maybe able to help with Wildlife Area maintenance
- CR suggested that an extra lunchtime helper to be hired and funded by the PSA for 1 year to look after the children in the new Wellbeing area
- CR to look into the price of renewing the current laptops/iPads
- EC – happy to continue to run the Dragon Boat race, look at collecting donations via Just Giving page, possible run cake stall – CR to look into match funding and sponsors for the race

- DC to update JJ on the Bingo night on April 27th
- Sam Haywood to cover costs on the piano performance and give profits to PSA. CR & KB will be there on the evening
- Summer Fair will go ahead with the Wild West theme, suggested many different types of stalls and live music. JJ to look at last years summer fair team and send out updated version for volunteers
- JJ to send out poll on Christmas Fair date, i.e. do we hold on a Saturday or Sunday etc

7. Housekeeping

- GDPR – JJ has update now and will make amendments from MH & to add to website
- AH update & publish information on how PSA members are to keep money at home. Also look into buying more Sum Up machines or just using the app on people's phones. AH suggested possibly look into using tokens at events and suggested trying it out at the summer fair. EG to help with tokens.
- AH to prepare float for Tuesday 26th March for Sunflower competition and hand over to ED

8. Correspondence (if any) – N/A

9. Any other business (as applicable) – N/A

ACTION POINTS FROM 25TH MARCH 2024	STATUS
<i>Action 1: JJ to send out correspondence about Summer Fair</i>	Complete
<i>Action2: ED to go through fancy dress and look at hiring out costumes possibly for world book day and other events</i>	Complete
<i>Action 3: EW to get a team together to rearrange the PSA shed</i>	
<i>Action 4: JJ to follow up on James Haywood's piano recital</i>	Complete
<i>Action 5: JJ to look into Afternoon tea at the school</i>	
<i>Action 6: MH/CW to organise School Disco around Easter time</i>	Complete
<i>Action 7: Dan Calvert to possibly organise Bingo evening</i>	Complete
<i>Action 8: ED to look into & organise a sunflower competition</i>	Complete
<i>Action 9: EC to update and enter Dragon Boat Race</i>	Complete
<i>Action 10: JJ to check dates with CR on dates for the Christmas Fair</i>	Complete

