



Plaxtol School Association
Minutes of Meeting
Monday 24 April, 9.35 – 10.35am

Present: Jenny Johnson (JJ) – Meeting Chair, Merran Hilton (MJH), Claire Rowley (CR) – Head Teacher, Angela Shorter (AS) - Treasurer, Emma Curley (EC) - Secretary, Helen Rust (HR), Holly Smith (HS), Caroline Ward (CW), Marian Hemsted (MH) – External Independent Examiner

Apologies: Katy Nunn, Victoria Palmer

1. Welcome and members present, apologies

Meeting started at 09:35

2. Approval of Minutes from last meeting

Minutes from the last meeting (January 2023) were approved. JJ signed a hard copy of the Minutes.

3. Matters arising (not covered elsewhere on the agenda)

N/A

4. Coronation Plans

Raffle – JJ – tickets going into kids bags this week. 1000 tickets ordered. Meeting confirmed that all proceeds from PSA run coronation events should go to the PSA, in line with charitable objectives (rather than other village charities). JJ raised awareness of The Brain Trust Foundation; and it was proposed that school have a fun raising day for the Brain Trust Foundation – MJH to give CR more information.

The draw of the raffle will be at 15:05 at the Coronation Family Music Festival on Monday 8 May 2023.

CR summarised school activities for Coronation in school time: kids to wear Red, White + Blue, Portrait of King Charles with winners in each year group, and asked PSA to buy cups and tablecloths for the celebration (spending was approved by those at the meeting).

Coronation Trail only a few orders in currently, another reminder to be sent by MJH and HR.

Kids have their mugs from Pottery.

Kids also have their coins funded by PSA.

MH – wanted to raise awareness of the timetable of Plaxtol Village Coronation Event. MH to liaise with MJH about details, and MJH to send out to wider parent communication.

Monday 8th – Libby Cohen asked for strong parents to help put up shelters at 9/10am

Cake Stall – EC + JJ to man, volunteers required to help.

Sunday 7th 3-5pm – MH may have some cakes left over which she will kindly donate to cake stall on Coronation.

MJH to purchase tablecloths, cups and napkins for school coronation lunch.

5. Financial Report from Treasurer

AS provided an update on PSA finances. There was a bank balance of £26,337.59. Includes swimming £5000.62.

“Swimming pool” account to remain open. £12.25 in as interest in there currently. JJ asked and those at the meeting agreed to move £10,000 across to savings account in order to gain more interest.

Otter class cake sale: £85.10

Total cash at bank £26,429.89

6. Spending approvals

- Spending approved at meeting.
 - White Rose worksheets £135
 - Reading Assessment Class 3 + 4 - £119
 - PSA to purchase tablecloths and cups for coronation school event.

It was agreed that the PSA would fund pantomime trips every two years, so trip not likely this Christmas. CR would look into alternative Christmas options, e.g. High Hopes theatre company.

7. Income and fundraising going forward

Amazon Wishlist – Fantastic response, wishlist needs to be extended CR + MJH.

Cake sale – Hedgehog Class next, however this was voted to be shifted to a later date with a clash of baking demands for coronation event as well. EC to make awareness of the cakes instead. Hedgehog cake sale post coronation.

Ice Lollies – MJH to arrange when weather is nice

Dragon Boat - 1st weekend in September. Adults needed.

8. Summer Fair

24.06.2023 – 11am-2pm

24 stalls in place

Ice Cream – EC + MJH to figure out if ice cream rolls and scooped ice cream could work

Fire Engine booked

Police – may come if they can

Obstacle course – JJ wondered if class 4 could stand in goal – free

BBQ + Bar – Julie + Ayesha have been asked

JJ asked volunteers from last year to lead again on a stall this year.

JJ to email nursery.

Petting Zoo (public liability insurance confirmed, risk assessment required)

Body Art – coloured hair / needs a lead on

Games stalls – bottled tombola

Magic Stall – Class 3 stall AS

Raffle

Jam Jars

Uniform Stall

Cake / Tea

Bouncy slide

After school clubs to do any performances to recruit any kids for next year (CR to ask dance and gymnastics)

Plant/Eco stall

PSA needs donations: Toys + Books – 26th May, Bottles - 6th June, Jam Jars - 16th June, , **Cakes - 23rd June own clothes, Hampers 9th June – red, yellow, blue + green in exchange, wear house t-shirt : each year group donates a colour, then prized together to make a rainbow hamper.**

9. Sports Track

CR getting a further quote - and would then bring back to a PSA meeting.

10. Correspondence

None.

11. AOB

Swimming Pool Area – quiet, reading, writing area. Still to be decided.

Sports Day – MJH asked CR for dates and to look at

Shed – CW and HS offered to help clean the shed

Rabbit starters: Info sheet about PSA CR asked for

JJ has made a google docs storage – risk assessment.

Meeting ended at 10:35

<i>ACTION POINTS</i>	<i>STATUS</i>
<i>Action 1: MJH to give CR more information on The Brain Foundation</i>	
<i>Action 2: MJH to send one summary of all activities associated with PSA for Coronation event</i>	
<i>Action 3:</i>	
<i>Action 4:</i>	
<i>Action 5:</i>	
<i>Action 6:</i>	
<i>Action 7:</i>	