



Plaxtol School Association
Minutes of Meeting
26 September 2022, 2-3pm

Present: Jenny Johnson (JJ) – Meeting Chair, Merran Hilton (MJH), Vic Cheesman (VC), Claire Rowley (CR) – Head Teacher, Angela Shorter (AS) - Treasurer, Emma Curley (EC) - Secretary, Gillian Madeley, Helen Rust (HR), Marie Smart (MS)

Apologies: Marian Hemsted, Helen Chesterton, Caroline Ward, Victoria Palmer

1. Welcome and members present, apologies

Meeting started at 14.00 Apologies noted as above.

2. Approval of Minutes from last meeting

Minutes from the last meeting (21 June 2022) were approved. JJ signed a hard copy of the Minutes.

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

None.

4. Financial Report from Treasurer

AS provided an update on PSA finances. There was a bank balance of £19,522.29. There had been income over the period from: Summer Fair: £1,727.21. A Treasurer Report would follow later, as AS isn't fully able to access the Santander School PSA account. There is also £5,000 in a separate swimming pool account.

5. Spending approvals

JJ explained that the following had been approved by Trustees since the last meeting:

- Speakers for School Hall – 19.07.2022 and 09.09.2022 via email £300
- Trophies – Year 6 engraving, new Minerva trophy, picture frames £100 via email 19.07.2022
- EYFS instruments - £200 via email 09.08.2022

The meeting agreed additional spending on:

- School Panto £13 p/child (101 kids, adults free, approx. total £1313). Suggested dates: Tuesday 13th or Thursday 15th December – CR to confirm and also enquire about free transport
- Stage Renovation – to be quoted still. CR to find 3 quotes.
- £50 p/class for sundries

6. Income and fundraising going forward

Halloween

Halloween Disco – MS suggested leading on a school disco. CR to check dates and liaise with MS.

It was decided there would be no Halloween trail this year as more time needed to be spent on organising the Christmas Fair and other Christmas arrangements.

Fireworks

EC putting up banners this weekend

GM to amend banners to ensure transparency of PSA funding

JJ & GM to investigate a cheaper wristband option

EC to provide banner sponsor logo from B&P

Christmas Fair

MJH managing the raffle/auction – EC will help with emails to sponsors

A group of the PSA will meet to discuss the layout and organising of Christmas Fair – date to be confirmed. EC, JJ, MJH, AS, VC interested in discussing.

Each class takes a stall, parents of that class are required to volunteer for that stall for whatever class makes and wants to sell.

Christmas Grotto – the idea of a Father Christmas in a Grotto at the Christmas Fair won over the Farmer Tractor visits in the village as a tractor wasn't available any more. Tickets and timeslots will be sold in advance, but there will also be drop ins anticipated and welcome.

TS to be asked to do reindeers again this year.

Christmas Cards

Cauliflower Christmas Cards – MJH looked at three different options for fundraising. PSA decided to stick with Cauliflower Cards

Colour Run

A reminder to all parents, about enrolling for colour run and the deadline to be sent out – Class Reps

Dragon Boat

1st weekend in September. Adults needed.

Cake Sales

Badger class asked to do a cake sale before half term, date tbc after Halloween Disco date was finalised – MJH

Match Funding – MJH to ask to parents again.

Grants - nobody is applying for grants currently, everyone to keep an eye out for grant opportunities.

7. PSA Volunteer roles and support

Class Reps:

Caroline Scheuermann - Class 1

Gilly Madeley / Erica Vickerman - Class 2

Erica Vickerman - Class 3

MJH & Jolie Foster – Class 4

8. Swimming pool

Governor meeting tomorrow night – different quotes for fixing and different quotes for whole thing (removal, as well). CR to update after meeting with Governors.

9. Correspondence

None.

10. AOB

Party packs to be advertised – MJH

Teacher Gift Donation – A parent had donated £10 and it was allocated to teacher biscuits/office

Noticeboard – MJH to access keys for better communication with parents

Meeting ended at 3pm

<i>ACTION POINTS FROM 22 JUNE MEETING</i>	<i>STATUS</i>
<i>Action 1: CR to confirm Christmas panto date</i>	
<i>Action 2: CR to find three quotes for stage renovation</i>	
<i>Action 3: CR to check possible date for a Halloween school disco and liaise with MS</i>	
<i>Action 4: GM & EC to amend Firework banner and put up Fireworks advertising</i>	
<i>Action 5: EC to provide sponsor logo for banner</i>	
<i>Action 6: EC, JJ, AS, MJH, VC to find a date to meet to discuss Christmas Fair</i>	
<i>Action 7: MJH – Badger cake sale</i>	
<i>Action 8: CR to provide update after Governors meeting regarding swimming pool</i>	