



Plaxtol School Association

Minutes of Meeting

12 May 2021

Present: Jenny Johnson (JJ) – Meeting Chair, Nayna Ahmed (NA), Merran Hilton (MJH), Vic Palmer (VC), Claire Rowley (CR) – Head Teacher, Helen Chesterton (HC), Vicky Hart (VH), Helen Rust (HR).

Apologies: Helen Orry, Jo Rolls.

NOTE: The meeting was held via Zoom conference call, as the country coming out of lockdown due to Coronavirus.

1. Welcome and members present, apologies

Meeting started at 13:30.

2. Approval of Minutes from last meeting

Minutes from the last meeting (24 February 2021) were approved and will be put on website. JJ to sign hard copy.

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

Tablets – NA provided an update on research into the PSA purchasing 15 new iPads or Chrome Books for the School. JJ was also discussing possibilities through grant funding via Paul Woodcock.

Action 1: NA to email PSA with proposal when quotes for new tablets had been obtained.

4. Financial Report from Treasurer

VP presented the Financial Report dated 10 May 2021. There was £20,794.28 to spend. There had been income from Easter Eggs, Wildflower Seeds and Tesco Groundworks. Expenditure was expected soon on a playground shelter and bench.

Action 2: VP to promote “easy fundraising” again to parents.

5. Spending approvals

The following had been approved by Trustees since the last meeting:

- Globes for each classroom (c.£100). Trustees approved by email and WhatsApp 3 March 2021.
- Playground house and picnic bench. Trustees approved by email and WhatsApp 27 April 2021.

CR requested the following from the PSA:

- Wooden poles for shades (£150).
- National Trust Membership (£40).
- Writing belts for Rabbit class (£150).

CR noted that some on-going annual subscriptions, which the PSA had in the past funded as a one-off, had now been put into the School budget.

6. Income and fundraising going forward

The meeting noted enormous thanks to everyone involved in recent fundraising, particularly: Helen (wildflower seeds fundraiser); Jenny (Rag Bags clothing collection fundraiser); and Merran (Easter Eggs fundraiser).

The following was discussed:

- Summer Fair – HR had agreed to act as “Covid officer”. NA was working on the basis that Fair would be held on the School field, with a fall back to become virtual if government restrictions mean the Fair cannot be held. Vicky and Sara were sourcing raffle prizes. Matched funding was being explored, for some virtual events linked to the Fair (including a Virtual Balloon Race).
- Donuts – JJ outlined Krispie Kreme offer to charities, and it was agreed this could be a good fundraiser (one off and at Summer Fair).
- 50/100 Club – following VP’s research, it was agreed to seek a volunteer to run it (MJH as fall back if no one comes forward) and to launch for September.
- Fireworks – the meeting considered whether to seek help to organise from the wider village.

VH updated on progress with recommissioning the School swimming pool. Leak was due to be fixed in next week, after which more would be know more about when the pool can open again.

Action 3: JJ to take forward Donut fundraiser, for June.

Action 4: JJ to discuss future of Fireworks with Marian Hemsted, by the end of June.

Action 5: JJ to look into options/quotes for swimming teacher(s).

7. Correspondence

None

8. AOB

MJH asked about putting PSA information into new parent packs. CR advised packs were due to go out early June, with a possible event in July (which PSA could come along to).

Action 6: JJ and MJH to update PSA sheet for new parent packs (and include invite to Summer Fair).

CR said sports day was being discussed, and she would revert back to PSA regarding Ice Pops.

JJ raised the issue of Environmental impact of PSA activities.

JJ asked whether there was more the PSA could do to link with Plaxtol Nursery.

Action 7: MJH to include on a future meeting agenda: (a) PSA Environment Impact; and (b) PSA links to Plaxtol Nursery.

9. Date, time and location of next meeting

Next meeting due after in Term 6.

Meeting ended at 14:20

ACTION POINTS FROM 12 MAY 2021 MEETING	STATUS
<i>Action 1: NA to email PSA with proposal when quotes for new tablets had been obtained.</i>	
<i>Action 2: VP to promote “easy fundraising” again to parents.</i>	
<i>Action 3: JJ to take forward Donut fundraiser, for June.</i>	
<i>Action 4: JJ to discuss future of Fireworks with Marian Hemsted, by the end of June.</i>	
<i>Action 5: JJ to look into options/quotes for swimming teacher(s).</i>	

<i>Action 6: JJ and MJH to update PSA sheet for new parent packs (and include invite to Summer Fair).</i>	
<i>Action 7: MJH to include on a future meeting agenda: (a) PSA Environment Impact; and (b) PSA links to Plaxtol Nursery.</i>	

ACTION POINTS FROM 24 FEBRUARY 2021 MEETING	STATUS
<i>Action 1: CR to come back to PSA with exact costings for requested areas of spend, which had been approved in principle.</i>	<i>Completed (see note below).</i>
<i>Action 2: JJ to take forward Virtual Balloon Race, for Easter.</i>	<i>Carry forward to 12 May meeting, for discussion.</i>
<i>Action 3: MJH to speak to Plaxtol Players about Murder Mystery.</i>	<i>Completed.</i>
<i>Action 4: JJ to follow up clothes recycling bank.</i>	<i>Completed.</i>
<i>Action 5: HC to take forward seed packet fundraiser.</i>	<i>Completed.</i>
<i>Action 6: MJH to speak to Limes Farm regarding potential for ponies at summer fair, and also fire service attendance.</i>	<i>Completed.</i>
<i>Action 7: MJH to check date for Fireworks 2021.</i>	<i>Completed.</i>
<i>Action 8: VP to repair sign outside school.</i>	<i>Completed.</i>
<i>Action 9: MJH to find date/time for AGM.</i>	<i>Completed.</i>
<i>Action 10: MJH to write summary of PSA meeting for social media.</i>	<i>Completed.</i>

On 04/03/21 Head Teacher Confirmed the following costings:

- Blinds - £96
- Paper trimmer - £ 83
- Class 2 books - £44
- Class 3 books - £24
- Class 4 books – £50
- IWB speakers – £200
- Globes - £103