Plaxtol School Association

Minutes of Meeting

7th March 2017 at 10.00am

Present: Maddie Pritchard (Chair), Nayna Ahmed (Secretary), Ayesha Green (Chair), Julie Docherty, Jo Rolls, Louise Stiff, , Nikki-Lea Garside (Chair), Kate Beynon, Sally Wolfe, Heidi Hollobon (Treasurer), Viv Holder, Lisa Mansfield, Marian Hemsted

Apologies: Aishling Burke, Mary Olley, Suzy Immer, Niki Funnell, Toni Ringrose

1. Welcome – Maddie welcomed everyone and thanked everyone for attending.

2. Apologies for absence- Apologies were received before the meeting from Aishling Burke, Mary Olley, Suzy Immer, Niki Funnell, Toni Ringrose

3. Minutes - The minutes from the previous meeting held on 16th January 2017 had been sent to the attendees prior to the meeting and no comments were received. Maddie signed these minutes as a true and accurate record of that meeting.

4. Plaxtolvision- Viv Holder presented a plan for Plaxtolvision which will be held at school on Saturday 13th May. The menu, requirement for a TV licence, use of school projector and catering facilities, raffle and other fundraising ideas for the night were discussed. Viv confirmed that everything was in hand and that nearer the time she would ask for volunteers to prepare desserts and also to help out for maybe half an hour on the night to cover the bar and serving the food. Match funding was discussed and Viv and Jo said they would enquire at home. Marian agreed to advertise the event on her e-mail circulation list. Viv, Marian and Maddie then left the meeting at 10am. Nikki chaired the remainder of the meeting.

5. Action points- Nikki ran through the action points from the previous meeting and current status was noted:

1. Nayna to speak to Anisa to get a full description of what is involved with running the pool over the summer *Nayna will ask Anisa to e-mail the description out to regular users of the pool to see if there are any volunteers*
2. Nayna to speak to Helen about giving Denise swimming pool training at the same time as other volunteers. *Lisa is sorting this*
3. Maddie or Ayesha to speak to Alice Dagger to ask her to price up staging blocks. *Outstanding*
4. Nayna to speak to Anisa about getting the PSA registered as a cause for the co-op card and Waitrose green token scheme- update for next meeting. *Anisa was in process of registering for the Co-op card. Nayna to get further update.*
5. Heidi to donate £150 to each of the Youth Group and Church loo fund- *Done*
6. Ayesha to ask Helen to arrange for the removal of the trees by the swimming pool- *Done, the trees are being removed on 15th April.*

7. Nayna to follow up with fireworks contact and try and get a quote for wholesale fireworks. *This contact has not come through but Mary has provided another name and Nikki is following up with them.*
8. Maddie agreed to speak to James about getting meat for Spring Walk - *Done*
9. Ayesha will source baps from Plaxtol Bakery for Spring Walk - *Done*
10. Nayna will check the shed for tea, coffee etc and report to Louise- *Done*
11. Suzy and Jo to walk Spring Walk route and report back- *DONE- agreed to stick to route with shorter route provided for younger children.*
12. Nikki to speak to her neighbour to get quote for Resources Room- *Done*
13. Maddie to speak to Heidi about getting quotes for work in Resources Room- *Done*
14. Lisa to cost up modern language teaching and provide figures in due course- *See later item*
15. Maddie and Ayesha to advertise the PSA Chair role- *Outstanding*

Long term action points

1. Nayna to look into purchasing shade sails. *Louise is looking at grants for this. Formal estimate has been requested from Able Canopies.*
2. Discuss build a guy competition for fireworks night. *Nikki has this in hand.*

6. Sponsored Walk- the Superhero Stomp was a great success with approximately £2000 being raised (including matched funding from Barclays). Well done and massive thank you to Louise and Aishling.

7. Resources Room- the resources room has been renovated over February half term and looks great! In the end this was financed by capital budget rather than PSA funds (up to £4000 was allocated at the last meeting for this). So we still have this money to spend going forwards.

8. Headteacher's report- current spending priorities are:

- maths resources for applying and reasoning
- resources for extended writing and using the skills the children have already acquired
- modern language teaching (see next item)
- break out area for lower school
- further furnishing the library
- finishing the resources room (a whiteboard, storage boxes and stools are still required)
- new clocks for each classroom and the hall
- iXL,number shark and wordshark

The resources room and clocks required a spend of £987. This amount was approved unanimously and Heidi agreed to write a cheque for this amount.

It was agreed that Lisa would concentrate on costing and sourcing the maths and English resources, Nikki and Kate Hammerton would cost up items needed for the library and Nayna and Kate would cost up items needed for the lower school breakout area.

The subscription for mathletics and reading eggs had expired (funded last year by PSA). Lisa reported that they had not been used extensively by children at home and that further research suggested that iXL, number shark and word shark would be a better resource for use within school. The cost of these is £1450 combined and it was agreed unanimously to fund these.

9. Modern Languages teaching- Lisa confirmed that language teaching costs stand at £500 to buy in a scheme that the class teachers can use, or £3500 per annum to buy in a teacher to provide the lessons to each class during one afternoon a week. It was agreed to consider this further but that

this was a priority. It was decided that Plaxtolvision would be used as a fundraising vehicle specifically for language teaching.

10. Grants- Nayna confirmed that she had subscribed to a website called Grants4Schools which lists all the grants available to schools and there are lots! Jo agreed to subscribe as well to look for possible funding for science and languages. Louise is also using the site to look for other grants available. She has also applied for a national lottery grant for the shade sails.

Free stuff- Nayna and Nikki have also obtained lots of lovely resources for the Wildlife Garden from various companies who have donated items for free. This includes garden gloves for the children, tools, storage, pond plants and creatures, compost bins etc. etc. It should be remembered that companies are often very willing to donate things on request and this is a resource that should be tapped into as much as possible.

11. Campover- was discussed and agreed too complicated from a health and safety perspective at present. Jo agreed to speak to Helen about Splash Night.

12. Summer Fair- as yet no one has stepped forward to organise the summer fair. Ayesha agreed to bring her schedule from last year along to the next meeting and we would look at splitting the responsibilities. We should do everything possible to ensure the event happens as it was a great success last year.

13. Next meeting- it was agreed that the next meeting will be held on Tuesday 25th April at 9.00am. NB This now needs to be rescheduled.

The meeting then closed at 11am.

Action points from meeting

1. Jo and Viv to enquire about matched funding for Plaxtolvision with Ben and Tony.
2. Maddie or Ayesha to speak to Alice Dagger to ask her to price up staging blocks.
3. Nayna to speak to Anisa for update on registering the PSA registered as a cause for the co-op card.
4. Maddie and Ayesha to draw up job description for Chair role, to be sent out on Parentmail and advertised on FB site. Co-ordinate with Heidi for Lisa to send out on Parentmail.
5. Heidi to draw up job description for Treasurer role, to be sent out on Parentmail and advertised on FB site.
6. Nikki and Kate Hammerton to cost up items needed for the library and liaise with Lisa regarding purchase of these.
7. Nayna and Kate to cost up items needed for the lower school breakout area and liaise with Lisa regarding purchase of these.
8. Jo to flag to Viv that it had been agreed that proceeds of Plaxtolvision would be used to fund language teaching, so it would be good to raise awareness of this on the night.
9. Jo agreed to subscribe to Grants4Schools to look for possible funding for science and languages.
10. Heidi to provide funds for finishing the resources room (£987) and for iXL, number shark and word shark (£1450).
11. Jo to speak to Helen about splash night.
12. Ayesha to bring Summer Fair schedule to next meeting.