

Newton Poppleford School Association (PTFA)  
Committee Meeting Minutes – Virtual meeting via WhatsApp  
Summer Term 2 2023

**Attendees:** Teri Murphy (Chair), Henry Odbert (Deputy Chair), Georgia Trengove (Secretary), Jon Leeson-Kings (Treasurer), Kate Clemens. (exiting secretary)

#### **PTFA funding requests and purchases**

Year 2 trip to Budleigh Beach-£150-agreed.  
Preschool leavers gifts-£154.99-agreed.  
Preschool Animal Encounter- £220-agreed.  
Year 6 Leavers Event- £150- agreed.  
KS2 Spelling Frame- £120- agreed.

#### **Cake Sales for 22/23**

Teri has added a spreadsheet to the drive with all the cake sale income, class spend and approved funding requests.

29<sup>th</sup> September – Year 4. Raised £220.

20<sup>th</sup> October – Year 5. Raised £128.

17<sup>th</sup> November – Year 6. Raised £124.

19<sup>th</sup> January – Year 3. Raised £207.90

9<sup>th</sup> February – Year 2. Raised £187.50

9<sup>th</sup> March – Year 1. Raised £276.05.

11<sup>th</sup> May – Reception. Raised £286

25<sup>th</sup> May – Preschool. Raised £206.

#### **Sports Day Coloured Bands**

Teri has spoken to Mr Pope about coloured bands for children for Sports Day instead of parents having to buy coloured T-shirts for their children. Mr Pope said he would love to have colour bands for team sports/clubs/PE as well as Sports Day. The school however does not have the budget for this so Teri has costed 200 bands (50 of each colour) at £85.

### Freezy Friday

£159.50 takings

£48.00 expenses

£111.50 profit.

Stock leftover was sold on to individuals in bulk. There was only 3 Freezy Fridays so Teri is really pleased with the outcome.

### Easter Profit

Easter profit was £560. Having not run it in a few years because of Covid Teri is unsure if this was the usual profit however for an event that hardly anyone could attend and that was quite a small scale, Teri is pleased with the outcome.

Easter Eggstravaganza 2023			
	Takings	Expenses	Total
Egg hunt	£150.00		
Leftover eggs sale	£18.00		
Total eggs	£168.00	£200.00	-£32.00
Rainbow raffle	£279.00	£9.99	£269.01
Drinks	£46.10	£4.47	£41.63
Tuck/cakes/fountain	£183.42	£38.09	£145.33
Plants	£34.00	£7.98	£26.02
Facepainting	£22.00		£22.00
Cake raffle	£6.00		£6.00
Games #1	£52.00		
Games #2	£22.00		
Games #3	£74.70		
Games total	£148.70	£39.55	£109.15
General (table cloths)		£26.49	-£26.49
<b>Total</b>	<b>£887.22</b>	<b>£326.57</b>	<b>£560.65</b>

### **Sensory Garden**

Henry cost up how much the wood would be for the planters 1800x500x500. It will be roughly £75 to build the planters from scratch from treated wood, which should last longer and look nice. Or it will be about half the price to build the planters using untreated soft wood that will need regularly painting/treating and won't last as long. From previously looking Henry found premade (probably flat pack) ones in this size were about £180 made from reasonably chunky pressure treated soft wood. Henry is going to look at other options for premade however Teri agreed that the treated wood would be the best option for the planters if we cannot find cheaper premade ones. Kate has been looking at the benches for the Sensory Garden and she will receive 10% off the order.

### **Summer Fete**

The Summer Fete normally commences a couple of weeks before the end of term, so would have been the 7th July. We moved it to June because of the provisional circus date. As the circus looks increasingly likely to be pushed to 2024, we could now move it back to the 7th July slot. Extra week for planning and extra week for them to practice the maypole. The Committee have agreed that the 7<sup>th</sup> July is a better date for the Summer Fete. Henry will order tickets and create poster.

Mary and Carmen have agreed to teach the Maypole. Ant will be on a training course but he has asked if he can leave early so he can attend the fete, if he cannot then James will narrate the parade.

### **Spelling Frame Subscription**

School have asked if the PTFA can fund a subscription for Spelling Frame, an online resource for spelling. Next year there will be weekly spellings sent home to practise and this is a brilliant tool for children/parents to use at home. It is £30 per class for the year, so £120 spend from the PTFA. The committee have agreed but not as an ongoing commitment.

### **Pupil Leaders**

The PTFA allocated £150 for the pupil leaders in play and sports to spend on whatever resources they wanted. However, this money has not been used however as it is an annual commitment the new pupil leaders will be able to use it in September.

### **School Book Shop**

Teri and Henry have been speaking to Helen Tubbs about ideas for a Second Hand Book shop in school. The idea is to possibly have a second hand shed to store the books in and open in up on a Friday and people could run it on a rota.

### **Fundraising ideas**

Henry suggested:

- Walking car boot sale around Newton Poppleford. Someone in the village organised one a year or two ago and would potentially be some fundraiser.
- Shopping excursion- the First Aid Instructor discussed it. To discuss further at pub meeting.

### **Sports Day**

Teri to check whether there is tea, coffee, bottled water and any leftover prizes for the fete

### **AOB**

- Book in a session to sort the contents of the shed and fix the shed roof. Can this be done in the holidays and ask for a group of volunteers to help? Teri will try to get a fob to enter the school or the shed fix/tidy will have to be when Adrian is working. Also, Henry has suggested that whilst the shed is being fixed to possibly move the shed to behind the bike shed. Or to possibly have a shipping container which would create much more space however is a very big expense for the PTFA money.
- Look at the planters for the Sensory Garden again.
- Chris Trengove promoted the idea of have PTFA storage on the grass behind the bike sheds. Perhaps a container unit or another shed? To discuss further at the next meeting.
- Fix dates for next years events.
- Make sure we have recorded stock/sales from the Fete to make the guessing easier next year. Henry has created a notes document to record this.
- Fix a date for the car boot sale in September. It was agreed it was best to run term time to maximise attendance and to hold the car boot on school grounds. The car boot is planned to be held Saturday 30<sup>th</sup> September.