

Newton Poppleford School Association (PTFA)  
Committee Meeting Minutes – Virtual meeting via WhatsApp  
Autumn 1 2023

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

Welcome back everyone.

**PTFA funding requests and purchases**

Year 5 History trip to Escot - £250 agreed  
Crumble controller kits for KS2 - £539 agreed

**Cake Sales for 23/24**

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

12th October - Year 6 £118 raised.

9th November - Year 5

18th January - Year 4

29th February - Year 3

21st March - Year 2

25th April - Year 1

16th May - Reception

20th June - Preschool

**Car boot sale**

We have decided the car boot will be in the playground and weather dependant whether we use the school field or not. The cars will have to book in advance therefore we will know if we will be overbooked or need to cancel. Income will be from pitch fee from cars, profit on drinks, any PTFA stock sold and possibly raffle money if Laura can raffle a cake. There are very little outgoings for this event too. Henry really likes the idea of a car boot sale around the village whereby you receive a map with the different car boots located in the village and you walk around to the car boots you want to visit. However, Teri still feels that this

is the more complicated option and requires more admin, the same profit and less profit on refreshments. Henry has calculated that we can fit between 15-20 spaces in the school playground. This assumes that approximately that 5x5m per car.

The event will be open to shoppers from 10am to 12pm on Saturday 30th September 2023. You'll be able to arrive and set up from 9:30am, please arrive by 9:50am, no cars will be allowed to be mobile on site after this time and late arrival will not be permitted. We have this rule in place to protect pedestrians and thank you for your understanding. The event will close at 12pm and we ask you do not move your vehicle until this time, again for the purposes of managing risk to pedestrians. Stewards will be present throughout and their directions must be followed at all times. The pitch fee is £5 per car, payable in advance by following the link.

Laura cannot do a cake sale or raffle for the car boot sale.

Unfortunately, due to the lack of interest we have decided to postpone the car boot sale until the spring and hope we will get better engagement from the wider community.

### **Christmas fair**

Saturday 2<sup>nd</sup> December is the date that has been decided for the Christmas fair.

### **New sheds for the PTFA**

The PTFA are looking to source two sheds to add to the shed we already have. Our vision is to have 2 permanent 'shops' on the top playground. One for our extensive collection of preloved uniform and the other for books. For longevity plastic or metal would be our preferred option. Kate has sourced a shed from Ladram Bay Campsite for free that will make a fantastic book shed. Very kindly Tanisha has agreed to collect the shed and drop it to school. Henry is in charge of trying to mend the roof of the current PTFA shed in the field. Teri now has a fob for the school gate therefore we can gain access to repair the shed and deliver the new sheds we require. Teri has stated that will needed to inform the school if we are going to be on the grounds though.

### **Bonfire Night**

The Parish Council have been in touch with Teri and have invited the PTFA to do the BBQ again this year. They also require 10 stewards and leaflet delivers. The PTFA will have exclusive hot food rights but no confectionary this year. In addition, Susan Tribble (Chair of the Parish Council) has said that they want to work with the PTFA.

The Canon Inn has agreed to do the BBQ again this year.

Susan Tribble has also offered us free hotdog rolls for bonfire night. They will be frozen and Teri will check on the quantities at a later date. Thank you for much for this kind offer.

### **Sort out the sheds**

Henry suggested the 15<sup>th</sup> October to sort out the shed and tidy it up. The two things that need to be considered:

- Fix the roof of the shed and then sort what can be sorted in there.
- Get new sheds for behind the bike shed and then uniform and books can be relocated and we can empty Henry's garage.