

Shute Community Primary School
PTFA Meeting Minutes
4th May 2021

1. Welcome.
2. Apologies from Flora, Sam Knights, Vicky, Emma Sweetland, Sam Buse, Laura.
3. Members present Louise, Holly, Leti, Karen, Di, Patrick, Aisha, Hayley, Heather, Annette
4. Minutes Approved from PTFA meeting 16th March 2021 PTFA.
5. Report from the Finance Team given (in agenda).
6. Donations to the school since the last meeting:
 - Thank you cards- PTFA to buy some blank notelets and envelopes, every child will decorate one each in school and Heather to store to send out when needed.
7. Points for clarification/update:
 - (i) Update on train order: Heather to call tomorrow to confirm payment and delivery date.
 - (ii) Sails: Annette has agreed light blue, all 5mx5mx5m in size, 3 for Squirrel's. For stage, 4 sails are needed in green. PTFA agreed to fund this at just under £500 inc attachments. Will need to find someone for installation.
 - (iii) Ice lollies – Heather managing spreadsheets with cut off for new credits being Wednesday evening. PTFA to take turns in ordering and selling the lollipops.
 - (iv) PTFA agree to buy a metal swing bin £200.
 - (v) PTFA agree to buy clocks for 4 classes (digital and analogue), the office, the staffroom, the hall (multi country clock) and outside (solar powered?), (12 in total).
 - (vi) Charity status. We still need a constitution. We have a log in for Parentkind. Emma Styles to update on status so we can apply for very large grants, potentially for a large outdoor classroom. Annette looking at a hexagonal wooden lodge, £8-12k. The company are willing to work with us for planning permission. The lodges can be up to 14ft across with bookcases and benches inside.
 - (vii) Playground:
 - stage to be finished in the next week.
 - replacement monkey bars to be ordered (Patrick to do).
 - Patrick has requested black matting for under the climbing frame, Heather has spare to donate.
 - Patrick requested flowers to be planted in top troughs (Leti and Louise to call for donations).
 - Squirrel's to create a creative handprint/portrait space on other side of blackboard in Squirrel's area, then to varnish over. PTFA agreed to fund any materials they might need for this.

- PTFA agreed to purchase a smaller climbing dome for KS1 children, and to look at smaller monkey bars too (Heather if you have extra matting for these that would be great).
- Caretaker Mark has taken down the shed, but it would be useful to have a second hand shed to house forest school things, in interim Louise can source a spare metal wardrobe.
- A mud kitchen has been delivered and can be used for forest school, Heather to add donated palettes to it.
 - (viii) Forest School Area – moving up to the top of the playground by the stage. Mark to meet with Heather for fire pit area, and patch a fence by hedgehogs class. The ninja line is in school ready to be put up too.
 - (ix) Sceptic tank timetable, no update yet.
 - (x) Devon Wildlife Trust. Annette been in touch with Rosie who is sending us two starter kits for growing tree saplings for late summer/early autumn. Need to build two raised beds from a flatpack being sent out, can be put in area above the stage. School will also act as a tree hub in Autumn for locals to collect free trees, and we will receive some in return. She will include a child user friendly guide, and post Covid restrictions she will come in and do sessions with the children.

8. Grants

- South West Water Neighbourhood Fund – they are reviewing applicants in May so hopefully we will hear at the end of the month.
- Tesco Community Grants open from 1st July – we need a small project to put in for this and easels were suggested for outdoor drawing and painting.
- Co-Op community Grants are open.
- Can we set up a mini collection of people willing to grant write (Emma Styles?) to apply for grants for Forest School area and a music, sensory, creative exploration area for younger children.

9. Go Fund Me page – Teachers to compile a list of potential projects for the children to vote on.

10. Summer Term 2021 Projects and Fundraising:

- (i) Friday night ice lolly sale.
- (ii) Bags2School, Kate Williams organising and advertising on Facebook page.
- (iii) A music show focussing on individual children who are learning music. To use the outside stage, PTFA to sell tickets and refreshments. Dates?
- (iv) Theatre sessions with Rob at Entertainingly Different (Sam Knights to contact) at £150 for two hours. Have Rob come in and have a whole day split between KS1/2 in lieu of summer/residential trips. Sam Knights offered to split cost between Shute Festival/PTFA. Annette also suggested a circus day with a local company.

11. Next meeting Wednesday 16th June – to focus on end of term arrangements.