

SPSA meeting agenda and minutes

Present: Dave Perkins, Vicky Lewis, Emma, Jen Doble, Jen Wood, Ruth, Emily, Lorainne, Kate, Liz, Jen Mills, Megan and Malcolm Elliott.

Apologies:

Nadine Ebsworth

Agenda

Standing items-

- Apologies and welcome
- Check minutes/actions from previous meeting
- Summer Fayre update / progress
- Recap on Gala Week Fete/Disco/Cycling/Sports Day any comments on second hand uniform and coffee Mornings
- Funding Requests and new form
- Possible purchase of an extreme wheeled cool box for future ice pop sales? Mugs for coffee mornings etc
- Recruiting new committee members. We are doing really well with volunteers for events but need more people to come to meetings and help with organisation
- Support for Budleigh Library?
- End of term night out Night out
- AOB

Minutes

Item	Welcome/Apologies
Main points of discussion	JD –welcomes everyone.
Action Points	

	Minutes of Last Meeting
Main points of discussion	Food hygiene for SPSA members Jen Doble to speak with Mrs Day – we don't have to have a food hygiene certificate. Mug costings - Nadine
Action Points	Newsletter asking people to come forward for food hygiene- donna to do this.

Item	Treasurers report
Main points of discussion	Please see below
Action Points	

Item	Gala Week
Main points of discussion	Introduce a possible competitive activity during gala week. The disco went really well. Tea, coffee and cold drinks for adults. No lollipops for children. Ask the Rolle Arms to do the DJing again. Cycling went okay. No changes
Action Points	Thank you to the DJ. Coffee mornings and signs – Donna to do, Megan and Ruth can also help.

Item	Funding Request Form
Main points of discussion	Dave Perkins- Devon Mix at Westpoint. An opportunity for children to take part in ventures that cannot be offered at school. Only appropriate in key stage 2 and only appropriate for children with musical ability. 30 children £4.50 per child. £50 donation will bring the cost

	<p>down to £2.66.</p> <p>V L: Chrome Books – Vision for chrome books in every class. The school would like another 6 chrome books. £1210.83 for 6.</p> <p>LR: Would consider funding but the SPSA would like to request that the lower end of keystage 2 get their part of the funding too!</p> <p>ME: what about doubling the contribution to 6 and 3.</p> <p>JD: should we be saving money next year for more tablets etc...</p> <p>JD: If the laptops are going into year 5 will year 3 benefit?</p> <p>DP: year 3 will benefit straight away because they will immediately gain the laptops.</p> <p>JW: How will you use 6 in a class of 30?</p> <p>DP: We do carousel of group work so everyone gains access.</p> <p>JD: Do we think yes to the chrome books? Yes!</p> <p>KH: I think yes but if you come back in 3 months time it might not be yes again.</p> <p>VL: Upgrade of the second role play area. It needs an upgrade in regard to the furniture. Costing would be £500.</p>
Action Points	<p>Yes to the £50 donation for Devon Mix.</p> <p>Yes to the chrome books.</p> <p>£1000 to furniture for reception/year 1.</p>

Item	Purchases
Main points of discussion	<p>Ice cream cool box?</p> <p>Sell ice creams/ice pops on a Friday in the summer term.</p> <p>Mugs £2.39 for 6.</p> <p>Laminator request - yes</p>
Action Points	<p>Order an icebox £70 and start selling ice pops 30p each.</p> <p>Yes to 70 mugs. Jen to order.</p> <p>Jen Doble to get pricing for laminator.</p>

Item	Recruiting New Members
Main points of discussion	Jen Mills has done well for recruiting volunteers.
Action Points	

Item	Support Budleigh Library
Main points of discussion	<p>A testimonial for the library from the SPSA.</p> <p>Everyone fill in the form online.</p> <p>ME: The school could work more contractually with the library. This could be something for Mr Hitchcock to consider.</p>
Action Points	Ruth to do a letter of support for the library.

Item	End of Term Night out
Main points of discussion	
Action Points	12 th July dinner and dance.

Item	AOB
Main points of discussion	<p>Hi,</p> <p>Following on from a conversation I had briefly with lorraine this morning here is a proposal for an idea I had. Now, I am not particularly precious about these things so if you don't think it is a</p>

	<p>good idea or a go-er then I won't take it personally at all!! It probably wouldn't be much of a money spinner either but...</p> <p>The suggestion is for a September "sew-cial" - a chance for people to have a go at making their own clothes. One night a week for 3 weeks, 2 hours each to make a skirt from a choice of 3 beginner sewing patterns - I guess this would be for someone who had used a sewing machine before. Alternatively, if someone just wanted to have a bash at sewing they could come for 1 night and make a scarf / headscarf and just have a go! Now, it is important to say that I am in no way an expert so this wouldn't be a sewing lesson, just a chance for people to have a bash together, a bit of fun (and probably tea and cake).</p> <p>I know there are some crafty mamas out there in budleigh but just can't predict how many would be interested in having a go at making their own clothes. I thought it might be a good idea to put feelers out via the newsletter by the end of June, just to get a sense of interest, or lack of.</p> <p>I was hoping to use the school hall but I guess this would be dependent on when it was free. I'm not sure whether school has sewing machines they'd be prepared to let us use if people didn't have their own but there are a few options we could explore to borrow some if need be.</p> <p>That is, a summary - like I said, if you don't think it is viable then I certainly won't take it personally but if you do and I go ahead with it then that'd be great and I will put together a flier for the newsletter.</p> <p>Thanks, Ellie P</p>
Action Points	

Item	Summer fayre
Main points of discussion	Sausages to be donated to year 6 bbq for this year only.
Action Points	<p>Thursday 12th June. 8pm at Lorraine's house for sub-committee.</p> <p>A motif or flower on the face for face painting 50p. Keeping the full face painting at £1.50.</p> <p>Save jam jars and screw top wine bottles for the games.</p> <p>Request for gazibos in the newsletter – Donna</p>

Treasurers Report - 5 June 2014

Balance in Current Account £ 13,056.76

Balance in Business Reserve Account £ 1,468.35

Total £ 14,525.11

Commitments

Portaloo	£ 600.00
Leavers gifts	£ -
Christmas gifts	£ 300.00
Bikeathon (to be used for ornamental garden and sports equipment	£ 819.97
Chris Ralph donation	£ 805.00
Football coaching	£ 138.00
End of year shield	£ 100.00
Foundation Stage Furniture	£ 1,000.00
Cycle storage	£ 1,000.00
Headphones for ICT suite	£ 360.00
Swimathon	£ 3,668.50
Total	£ 8,791.47
Funds available (current account less commitments)	£ 4,265.29

Points to note:

Events - amounts raised

Second hand uniform	£ 36.93
Coffee mornings	£ 11.70
Gala week disco	£ 170.23
Gala week fete	£ 72.29
Gala week - cycling refreshments	£ 26.16

Money distributed

Portaloo	£ 189.00
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