

Minutes from Coverack School PTFA AGM 1st October 2021

Item	Notes and Actions	Completed /Further Action
<p>Present</p> <p>Apologies</p>	<p>Kelly Lorraine Hindmarsh Becky & Richard Cadman Zoe Holmes Maisie Birch- Throne Eseld Parker Joan Keasley Peter Wood Nathaniel Hobbs Helen & Nick Gilchrist</p> <p>Megan Pascoe Becky Tripconey</p>	
<p>Minutes</p>	<p>Due to the extraordinary nature of Covid, no minutes were available from the previous year, it was agreed to move on and hear the Chair and Treasurer's report. No secretary (Sue Fairhurst) was present, having stepped down so the minutes for this meeting would not be as extensive.</p>	
<p>Chair Report</p>	<p>This to be uploaded onto School Website PTFA section</p> <p>Due to the Pandemic, meetings and fundraising had been a challenge but with thanks to some very kind donations and the creation of a fundraising page had helped cover costs.</p> <p>The SOS campaign to save the school had brought the community together for which the PTFA are very thankful and this connection must be kept going forward.</p>	<p>Zoe to send to Michaela</p>

Treasurer's Report	A version of this was presented but it was agreed that the accounts would be filed within the week.	Kelly to meet with Zoe and file with the Charity commission, thurs 7 th .
New Committee Members elected.	Chair – Zoe Holmes Vice Chair- Becky Cadman Treasurer – Kelly Lorraine Hindmarsh Co Secretary – Helen G and Maisie Committee – Helen and Nick Gilchrist, Eseld Parker, Becky and Richard Cadman, Maisie Birch Thorne, Nathaniel Hobbs, Becky Tripconey, Megan Pascoe.	
PTFA Bank Account	Due to Covid it has been impossible to open another bank account as banks have not been accepting charity applications. Becky C and Kelly are going to action the new opening of an account with Lloyds bank asap as they will now accept our application.	Becky and Kelly to meet with Joan who will authorise the application as a Trustee.
Working Party	Following the SOS campaign, there are now monthly meetings held with the chair of the PTFA, Eseld Parker for curriculum/volunteer coordination, the chair of Space and Secretary and the school reps of Head and usually the teacher involved in the drop down day.	Ongoing
Forest School	A letter was received from Mrs Shainberg asking if the PTFA would fund the remaining 4 weeks of Forest School which has been a big success on the newly created 'drop down day' and benefitted the children's physical and mental wellbeing whilst ensuring the curriculum is embedded within the	Zoe to confirm to Mrs Shainberg

	activities. The first sessions had been funded by a generous private donor direct to school. Unanimously voted and agreed to support this with £600.00	
Little Fishes	With thanks to Joan K and Eseld, Little Fishes now holds a music session at school on a Friday morning. It is hoped that this will encourage new and potential parents to choose Coverack school and also offer a new element to the toddler group.	Eseld to further advertise the group on social media platforms and village pages to encourage a wider reach.
Fencing	Richard Cadman suggested very kindly to treat and paint the fencing by the school field to ensure its longevity.	School to be asked if this would be desired.
Promotion	<p>A key part of the strategy to save the school for the future lies in promotion. It was discussed that a lot now needed to be done to carry on from where it had been started. A relaunch of the Just giving page and an update of the school's activities to the community to inform them of the success of Forest school, after school club, sailing etc and a press release all needed.</p> <p>Banner to be created and hung where the SOS banner had been. Zoe had spoken to RH signs about this.</p> <p>Promotional video, school montages and or an event to show the school off was also talked about.</p> <p>This to be developed and another meeting called to cover it in more detail.</p>	<p>Helen to create some copy to go to press/social media platforms for update and mock up PDF to send to RH signs.</p> <p>Nathaniel to speak to his Drone contact.</p> <p>Zoe to ensure, termly update on PTFA activities and school developments would be written and included on school website and facebook page and shared to village pages</p>

<p>After School Provision</p>	<p>Wrap around care is an ongoing aim with the support of CS2000. Already this term, Monday and Tuesday wrap around care has been created until 5pm with Megan as Lead and a volunteer.</p> <p>Adverts are in the press for an additional Lead and playgroup assistant so this provision can be extended to every afternoon.</p> <p>Breakfast club to be continually reviewed as need arises.</p>	
<p>Governor</p>	<p>Coverack hasn't been represented on the Governing body which has not been ideal. Maisie confirmed she had stepped forward for this role and was meeting with the Chair of Governor's. This was fully supported by the PTFA.</p> <p>Helen expressed an interest in this and was advised to contact school to discuss further.</p>	<p>Helen to contact school</p>
<p>Fundraising</p>	<p>Ideas were discussed for future fundraising.</p> <p>Non uniform day agreed for last day of term, 22nd Oct.</p> <p>All thought the idea of selling mince pies at the Nativity and asking if we could have a stand at the Christmas Light switch on was a good idea.</p> <p>Annual summer obstacle race agreed</p> <p>Fundraiser at the Bay Hotel?</p> <p>Quiz Night?</p> <p>Further meeting needed to plan events and get them agreed in the diary.</p>	<p>Zoe to ask Christmas Tree light Committee permission to sell mince pies.</p>
<p>Car Stickers</p>	<p>Following our Love Coverack branding created by Nick for our SOS campaign, it was suggested a car</p>	<p>Nick to get costs for this to produce them ready to sell to shops and at Christmas.</p>

	sticker could be produced to raise funds	
Cross Country	Becky Cadman asked if the PTFA could fund cross country running vests for when the children go to other schools to compete. This was unanimously supported.	Becky Cadman to report back on costs.

Meeting closed 4.30pm.

Date of next meeting TBC.