

FAIRFIELD PRIMARY PTA MINUTES – 24th March 2021

In attendance

Holly Woodhead (Chair), Linda Wood (Vice Chair), Becca Dunlop (Communications), Geoff Downie (Treasurer), Kay Pitchford (Bidwriter), Becky Tibbs (Secretary), Ilke Whitehorn, Rob Barton, Jane Goode, Clint Stamper, Chris Steele, Lyanda Scadding

| Item | Action |
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| Actions from last meeting | |
| Accelerated Reader - Rob to check with Erin Strickland what is happening with the desktops and iPads and let Kay know. | RB |
| Facebook Preloved Page – Holly thanked Jane and Becca for their work in setting this up. It was discussed that we were unable to take online donations until our bank account changed, however, we could put a donation pot in reception in the interim. Jane and Becca to continue to promote the page through Dojo, Facebook and WhatsApp Parents groups. | JG, BD |
| 1. Update from Lego activity | |
| One winner was chosen from each year group and the prizes were distributed (£5 Toy Shop voucher). | |
| 2. Actions to support the school | |
| Holly presented details of fundraising requests received and the Committee discussed the proposals. | |
| Reception - Four iPads (two per class) to support the Reading Eggs programme (one iPad would cost approximately £430). Rob to check if Reception had received these items from another source. | RB |
| Miss Edminson – Reading Rainbows PowerPoints to support Years 1-6 (one-off cost of £230.94). This programme was different to Accelerated Reader and would provide staff with a consistent platform to teach reading. It was discussed how this could supplement the excellent work being undertaken in school and that it was considered good value for money as it could be reused annually. The Committee agreed to support this request. | |
| Nursery – Development of shrubbery and trees to enhance the outdoor nursery environment (£200). Materials would be purchased locally and help was requested from the community/PTA to develop the area and install the plants. The Committee agreed to reconsider this in September when Nursery had settled back into their building. Kay to look at environmental/ecology funding bids for this project. | KP |
| Mrs Todhunter - Topic boxes to provide history artefacts for children to handle. The boxes requested would provide items for the whole school and could add up to £2300 for all the boxes requested (costs varied but on average £180-£200 per box). The Committee agreed to purchase one box for KS1 and one box for KS2 and assess the quality of the items. | |

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| <p>Early Years - Sensory Room with lights, sound and tactile features (1 quote received for £12,000). This would be open to all children but particularly KS1, Nurture Group and children with Special Educational Needs. School would obtain further quotes and more details on the design and implementation.</p> <p>Kay had been researching the Sellafeld Good Neighbourhood Grant, however the the amount applied for had to be under £10,000. She was waiting for further information and details of the full costs to strengthen the bid prior to submission to Sellafeld. She was also unsure if VAT would be payable on the project. Rob suggested looking at the Community Lottery Fund as £10,000 could be applied for annually. The Committee agreed that this would be an excellent project to promote as a community appeal and be a targeted fundraiser once the details were finalised.</p> <p>Sloping yard project – revitalising the sloping yard, including repainting the walls, replanting the growing area, replacing rotten timbers and old signage (costs were unknown at present). It was discussed that this could be supported as a weekend activity/project when lockdown had eased (after 21 June). Kay to look at Screwfix as a potential funding body and consider KP if this could be tied into the nursery request for developing the environment.</p> <p>Clint and Rob to assess work required and develop a plan and list of materials.</p> <p>Linda had approached Holly with a request for the Year 6 leavers party (£550). The Committee agreed to support this request.</p> | <p>Clint S, RB</p> |
| <p>3. Ideas for activities</p> <p>Rob would trial online bingo after the meeting to see if we could run this as an event.</p> <p>It was discussed that it would be better to hold a low key event after the 21 June that could be scaled up or back depending on the situation at the time. Holly to liaise with Chris about contacting the orienteering club and report back to the next meeting on whether it would be possible to hold an orienteering event.</p> <p>Chris suggested a simple strategy of asking for donations rather than running an event. Members agreed that this approach could be taken linked to a specific project or target (such as the sensory room).</p> | <p>HW, Chris S</p> |
| <p>4. Accounts update</p> <p>Geoff reported that the current balance was £5175. We had received our first payment of £12.55 from Amazon Smile.</p> <p>He had been unable to set up online payment/donate buttons as PayPal required a bank account with a debit card to support this. Our bank account was basic and we were unable to access online banking, a debit card or be designated as a charity. We also had to consider that we might need to withdraw change for events in future, so having an account with a branch in Cockermonth would be preferable. Geoff to explore options for setting up an online account with another bank. Geoff to look at purchasing a card machine to enable us to take card payments.</p> | <p>GD</p> |

| Item | Action |
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| <p>To support the bank account change, Geoff advised that we needed to formally change our name with the Charity Commission. Friends of Fairfield was already registered with the Charity Commission so we could apply to be either Friends of Fairfield Primary or Friends of Fairfield Cockermonth.</p> <p>Becca to check if we use Friends of Fairfield Primary on Facebook. Geoff to check if Friends of Fairfield Primary is available with the Charity Commission.</p> | <p>BD GD</p> |
| <p>We would also need to hold an Extraordinary General Meeting to amend our name in the Constitution. Becky to organise a request to Holly for an Extraordinary General Meeting on 28th April.</p> | <p>BT</p> |
| <p>5. Any Other Business</p> <p>Members discussed how we could increase the profile of Friends of Fairfield, including thinking about Committee roles for next year. It was agreed that next term would be a good time to start and using an activity such as the sloping yard project would be an effective way to engage people.</p> | |
| <p>6. Date of next meeting – 28th April 2021</p> | |