



NEWBRIDGE PRIMARY SCHOOL ASSOCIATION



DRAFT Minutes of NPSA meeting

30th September 2019 at 7.30pm

Present:

Gill Kennaugh
Sarah Squires
Rich Little
Anna Beeton
Amy Osborn
Mim Wharf
Catrin Yeomans
Ailsa Eaglestone
Amy Williams
Neil Clews
Helen Slade
Emma Bolt
Esther Derrett
Rupert Taylor
Fiona Remnant
Emma Shan
Kate Whiting
Sarah Milne
Susan Brinkworth
Hannah Brownell
Kathy Runacres
Charlotte Morris
Kathy Thornton
Katherine Wellings

Apologies:

Sarah Evans
Sarah Stacey
Amy Goode

1) Welcome & Introductions

Amy thanked everyone for coming and noted the excellent turnout for the first meeting of term! Everyone introduced themselves (and mostly remembered the names of their children – a good start!)

2) Introduction to the NPSA (AO)

For the benefit of new attendees, and as a useful round up of recent changes in the way the NPSA operates day to day, Amy summarised the approach we take.

The NPSA is effectively a PTA, however, there is a cap on the amount that PTAs can raise so we are a legally registered charity, not officially a PTA. Because we are a charity we have Trustees who are responsible for ensuring that our finances are managed in line with legal requirements and our constitution.

The SLT has recently developed a 5 year plan for the school, and all our fundraising is now directed towards projects that sit within that plan and its strategic objectives. This means that the Trustees sign off proposed expenditure, rather than every request for funding being brought to NPSA meetings.

Having been a charity for many years, we are now *operating* much more like a charity, rather than a PTA.

Amy talked through the NPSA Committee roles, noting that the roles of Chair, Secretary and Comms Officer are all technically vacant (previous incumbents remain in post only because these positions are necessary for the day-to-day

running of the NPSA). Other roles are slowly being filled, e.g. Neil Clews has volunteered to take responsibility for Temporary Event Notice (TEN) applications.

3) Projects we are Fundraising for (GK & KW)

Leading on from Amy's introduction, Gill – having also noted the excellent turnout – explained a bit about the origins of the 5 year plan.

All schools are short of cash (we had just £36 left in last year's budget once all essentials were accounted for) and there are a lot of strains on our budget. Our school buildings are old and require costly maintenance, our site is large and also expensive to look after. Progress is being made e.g. the installation of new windows in the upper school, but it is necessarily slow. Some time ago, Gill and the SLT took the decision to stop 'moaning' about the challenges of our site, and instead embrace our good fortune in having so much green space in a city centre location, and look for ways to make the most of the opportunities we have as a result.

As a result, the SLT put together an ambitious long term planning, a wish list of big projects that we might be able to achieve through external grants and funding.

KW then talked through some of the projects on that list, and their current status. Most immediately we are looking to construct a new roundhouse within the woodland area, for forest school lessons and also as another teaching space to enable us to 'take learning everywhere'. A budget of £15k has been agreed with the NPSA and we are nearing construction – watch this space!

Other projects we are looking at finding funding for include: a Multi Use Games Area in the upper school playground, an all-weather running track around the edge of the playing field; a calm courtyard off the upper school foyer; traverse climbing walls; new play equipment in the lower school playgrounds; a covered area for the Y2 classrooms, and – most ambitious of all – a new, sustainably built, wellbeing classroom, with its own kitchen and bathroom facilities, that would also be available for community use.

Amy also provided an update on two projects that were approved at the end of last year: the purchase of new tablets/ipads using the money raised by our fabulous Bath Half runners – Oly Squires is working with Mr Handson to ensure this money is spent in the best way. Also, two new smart boards were purchased for Bees and Ladybirds classrooms at the end of last term, and we aim – gradually – to buy one for every classroom in the school.

4) FINANCE

a. How we fundraise

We have traditionally held a wide range of events throughout the school year to raise money. Going forward, the usual events are all listed in the calendar, but they will only take place if groups of people volunteer to run them – they will no longer be organised centrally by the committee. This is because we need to make the NPSA a sustainable organisation, and therefore it cannot be reliant on the same core of people taking responsibility for every event.

Note that a list of events will be circulated, with those still in need of an organising team highlighted, to give volunteers time to come forward.

In addition, to accompany our 5 year plan, we now have an ambitious strategy in place to raise money through grants and funding. A small team of parents with a background in the charity sector is being led by Ailsa Eaglestone in bidding for funds from a range of foundations and grant-giving bodies including the CiL (Community Infrastructure Levy); The Roper Foundation, The Medlock Foundation and others. Sometimes we might apply for a small grant of e.g. £500, other times we might apply for a huge sum e.g. £100,000. Clearly an application for £100k requires enormous work to prepare, with no guarantee of success, so although there might not be much to see there is a lot going on behind the scenes to try and secure the funding that will help us deliver the 5 year plan. If any parents come across a fund to which we might apply – perhaps your employer has a Corporate Social Responsibility pot to spend? – they should email the NPSA on the usual address.

b. Financial summary (KR)

Kathy took us through our current financial position, explaining our ongoing commitments and the larger sums to which we are already committed for 2019/20. She explained that we have in reserve sufficient to

cover two years' worth of our ongoing commitments, as 'insurance' against a year of less successful fundraising.

5. Upcoming events

- a. Fireworks night: Elli Roberts and Katya Wainright have volunteered to organise this event.
- b. Ceilidh: Katherine Wellings and Emma Puzey are running this event. Tickets are on sale now. The event will go ahead only if sufficient tickets are sold this week to ensure that the event can run at a profit.

5) How you can help (AO)

Amy thanked everyone for coming and summed up the needs of the NPSA: turn up, encourage others to turn up, use your skills, bring your ideas (but be prepared to play a big part in making them a reality), don't leave other people to fret about organising an event – help out wherever you can!

6) DATE AND TIME OF NEXT MEETING: TBC