



NEWBRIDGE PRIMARY SCHOOL ASSOCIATION



DRAFT Minutes of NPSA meeting

25th November 2019 at 7.30pm

Present:

Amy Osborn
Katherine Wellings
Kathy Runacres
Hannah Brownell
Amy Williams
Helen Slade
Kathy Thornton
Esther Derrett
Emma Bolt
Amy Swinburne-Goode
Ashley Bailey
Helen Clarke
Susan Brinkworth
Sarah Squires
Anna Beeton
Charlotte Morris
Catrin Yeomans
Fiona Remnant
Neil Clews
Rebecca Ecob

Apologies:

Gill Kennaugh
Sarah Stacey
Rich Little
Charlie Walters (dialled in!)
Sarah Evans
Kate Whiting

1) Welcome & Introductions

An excellent turn out, with at least one representative from every class – hooray! (And thank you.)

2) Christmas!

a. Fair

It's happening! Draft programme shared. Volunteer requirements discussed: help needed Friday a.m. to sort the donations, set up the tombolas, the sweetie bags, and the hampers; also Friday p.m. to get the tables ready for the fair so it can be set up quickly on Sunday morning/afternoon.

Action: AO to send a parentmail with all Christmas volunteer requirements on it.

b. Grotto

HB says she has enough volunteers – yay! The Grotto is being set up on Saturday morning (Friday volunteers to put all Grotto elements in the U/S corridor ready for set up on Saturday). Hannah thinks additional sets of fairy lights may be needed, also some running repairs to the fireplace, and a clock would be useful (so Santa keeps to time!)

JP will be putting fairy lights through the woodland area on Friday afternoon.

c. Decorations

Volunteers after school on Friday to get all the decorations down from the NPSA cupboard and into the Blue Room. As many as possible needed (?10)

On Saturday morning approx. 8 volunteers needed to decorate trees in the blue room and move them into position around school, and to put up other decorations e.g. holly garlands. Nothing is going up very high this year.

Decorations will be taken down on the last day of term. This is usually done after school, but it was suggested that more volunteers might come forward if the job can be done during the day, as not many people want to hang around after school on the last day of term.

d. Cards, gift tags etc.

These are now done and delivered. Mugs are in the school office for collection. Class reps to pass any queries to Katherine Wellings.

e. Calendars

These are being put together using whole class photos from the Outdoor Learning Day, along with some artwork provided by children who were absent or otherwise not in the photos. Aiming to have some sample pages of the calendar up in the office soon, and also on show at the Christmas Fair if possible (this is dependent on receiving sign offs from all parents on the use of the children's images).

f. Nativity Photos

These are being taken on Friday 6th December. Sample photos will be displayed in school for ordering. Photos are being taken by a parent this year, and only printed to order, so there will be less waste and – hopefully – more profit this time!

3) Finance

Kathy took us through a review of income, including recent grants secured by Ailsa Eaglestone.

Kathy also went through a review of expenditure, which is limited so far.

Amy reminded everyone that we no longer vote on planned expenditure within the wider NPSA meetings, provided the money is going towards project within the agreed plan. Trustees do approve all expenditure, and Amy reminded everyone that anyone who wants to be a Trustee can put themselves forward for that role.

4) AOB

a. Quiz Night

Esther Derrett has generously offered to take on the running of this event, with the support of those who have done it before. Neil Clews will write the quiz, compere on the night, and organise the marking. A team of parents has also come forward offering to run the bar.

The intention is not to have food this year, although snacks will be available at the bar, and therefore the quiz may start slightly later and finish slightly earlier, and have a reduced per table ticket price (TBC).

b. BaNES Schools Climate Emergency meeting (9am-12pm on Monday 2nd Dec)

Sarah S. asked if anyone is going from the school? She has emailed a member of the Governing body to if any Governors are attending.

c. NPSA web pages

Katy Lunt is updating these. The events list has been added, as has a list of class reps (name only).

It was suggested, and broadly agreed, that NPSA agendas and minutes should be regularly uploaded to the website.

5) DATE AND TIME OF NEXT MEETING: Monday 27th January 2020