



## Friends of Trannack School Meeting Minutes

Held at Trannack School on

Thursday 15<sup>th</sup> September 2016, 3:30pm-5pm

Present:	Laura Stott	Chair
	Emma Stritt	Vice Chair
	Kara Wilson	Treasurer
	Carrie Chappell	Secretary
	Morwenna Wannell	Trustee
	Susannah Sedgewick	Trustee
	Gill Higgs	HLTA
	Martin Tregenza	Class 3 Teacher
	Claire Mitchell	Class 1 Teacher
	Charlotte Robertson	
	Lucy Grant	
	Lucy Stacey	
	Olivia Antonuiv	
	Rosie Parker	
	Tracey Rands	

Apologies: Jackie Jewell, Emma Mustafa (Trustee), Bev Brian

LS opened the meeting and welcomed new parents to the FTS.

The minutes of the previous meeting (28<sup>th</sup> April 2016) were presented and agreed by all as a true and accurate record.

LS would like to acknowledge the time and commitment given to the FTS over many years from our outgoing members. The FTS exists to support the children at school and enhance their learning experiences by assisting with the cost of school trips and organizing fun events to raise money to achieve this. The support that parents and community members give to the FTS is critical to our ongoing success. Debra Hoskins has given 18 years' loyal service to the FTS and the current committee members would like to express their gratitude to her for her support and commitment. We would also like to thank Emma Mustafa who is standing down as Secretary but remaining as a Trustee and Bev Brian who is also stepping down as a Trustee.

Apologies for the next meeting to be sent to [carriechappell75@gmail.com](mailto:carriechappell75@gmail.com) or via the school office.

Item	Discussion and Decisions	Action
1.AGM	LS announced the results of the AGM and confirmed the committee positions as listed above. The AGM had not elected a Secretary and this position was still available. CC proposed herself seconded by ES and GH.	
2. Apologies	Listed above	
3. Minutes	Approved as above	
4. Finance	<p>LS reported the financial statement as follows:            £6,271.25 in credit            £800 ring-fenced for Library improvements            £1350 ring-fenced to fund one trip per class, per term            £1500 held in reserves for any unforeseen costs that may arise.            Additional funds will be required to improve signage for Coose Trannack, these have not yet been costed.            MT requested approx. £250 for a portable PA system for all Trannack events. Advised to complete the Request for Funds form available to download from the school website.</p> <p><b>Remaining balance £2,621.25</b></p>	MT
5. Fundraising	<p>Suggestions put forward include:</p> <ul style="list-style-type: none"> <li>• Auction of promises/Art Auction – to be explored further and suggested to take place in the Spring term</li> <li>• Beetle Drive – SS to lead. Taking place on 14.10.16</li> <li>• CC suggested canvassing parents to get a view of what kind of events may be better supported.</li> <li>•</li> </ul>	SS
6. Bid writing	Jennifer Joyce attended the AGM and volunteered her services for any future bid writing opportunities.	JJoyce
7. Halloween	<p>Following on from the hugely successful Halloween event held last year GH agreed to continue to lead this event. CM put forward concerns about the increased size of the school and planning the 'Spooky Walk' a little better. ES agreed to take on this responsibility on the night. It was agreed, that whilst we would still have music and disco lights the event would have more activities in the main hall to keep children entertained rather than it being perceived as a 'holding area' prior to the walk.</p> <p>LStacey suggested asking for apple donations the week before the event to save on FTS costs of the event.</p>	ES

	<p>LS recommended that the event be funded by FTS and free to the children. It was agreed that a witch's cauldron will be placed in the entrance and donations invited from parents on the night and throughout the week.</p> <p>It was agreed to hold a planning meeting on Thursday 13<sup>th</sup> October 3:30pm where we would invite interested parents to attend.</p> <p>The event will be held on Thursday 3<sup>rd</sup> November (after half term).</p>	
8. Christmas	<p>FTS agreed to order Christmas cards, designed by the children. Designs need to be completed by November.</p> <p>The Bags for Life made a profit for the FTS last year so it was proposed that these are made again to sell at Christmas time.</p> <p>Christmas Event – 'Winter Wonderland'. There was a lot of general positive feedback about last year's event.</p> <p>It was also agreed that MT and CC would start teaching the whole school Christmas songs that they will perform in Tesco Helston. The aim is to boost FTS funds by having a bucket collection and also advertising the Winter Wonderland event to attract more people to the event. CR and CC to contact Tesco to agree a date the week commencing 28 November.</p> <p>The biggest problem at Christmas is the gathering of the greenery to make the wreaths. Volunteers will be required closer to the event. CC pledged to assist MW (but not climbing trees!!)</p> <p>MW agreed to champion the event, with assistance, and arrange a planning meeting after Halloween.</p>	<p>JJewell</p> <p>MT/CC</p> <p>CC/CR</p> <p>MW</p>
9. Library	Not discussed	
10. AOB	<ul style="list-style-type: none"> <li>• LG requested the school consider purchasing Ukulele's and organizing lessons. LG believes that they are an easy instrument to master and not expensive to purchase. MT has already sourced some and received a quote for £250.00 to include 6 Ukulele's and their wall mounts. MT to download request for funds and submit to the next meeting.</li> <li>• CC suggested that Cornwall Music Hub were contacted to establish what resources they have.</li> <li>• MW discussed the possibility that the grassed area in the school car park could not sustain being used to park cars</li> </ul>	MT

	<p>in its current state. Suggested that the school investigate the use of rubber matting that will prevent the grass being churned up when the bad weather arrives. Agreed that ES needed to address this.</p> <ul style="list-style-type: none"> <li>• Parents are reminded that they can put their children in Kids Club free of charge to enable them to attend these meetings. However, this must be done in advance with Mrs Hoskins in the office.</li> </ul>	ES
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At 5pm the meeting closed and everyone was thanked for their attendance and input.

Details of the next FTS meeting will be circulated in due course.