

SPLAT Committee Meeting Minutes

Date: Thursday 8th November 2018
Time: 19:00 – 20:15
Where: The Thatched Tavern, Maidencombe

Attendees: Emma Clarke, Steve French, Anna Williams, Carey Bond, Rosie Rowe, Sarah Farmer, Lauren Wallwork, Becky Spicer, Liz Keenan, Tina Wilkinson

Apologies: Kate Arnold, Ellie Mitchell, Dominic Collett, Nell Dear, James Williams, Joanna Crathorne

12-month review, including financial update:

It is 12 months since SPLAT was reformed!

- We have had a very successful first year raising £4,751.25 in total, which equates to £2,943.40 profit after expenses are deducted.
- We have funded £1,906.71 of items and activities for the school in the last year.
- Our biggest money generator was the grand summer raffle and fayre, which raised an astonishing £1,477.17 (£1,320.95 after expenses); and the second was the Easter Eggstravaganza event which raised £450.85. Cake sales throughout the year raised £321.78.
- All cash is now banked (including the Halloween disco), except £40 used for floats and the current balance in the SPLAT bank account is £2,214.44.
- Those at the meeting felt like our first year has been really successful, despite some of the issues we experienced during the first 6-months and our learning curve of setting up a new PTFA. We felt we had raised a good amount of money in our first year, we were pleased how the school approaches us with funding requests, and we thought we had created some quality events which had brought our school family together and created some happy memories for the children.
- We may be forced to register as a charity in 2019 if we raise more than £5k.

ACTION: Emma & Carey to investigate the technicalities and requirements if we were to gain charity status – the benefits and what we would be required to report annually.

Recent activities:

Stokeinteignhead Parish Council Grant – we are very pleased to announce that Stokeinteignhead Parish Council have given us a £300 grant towards the cost of refurbishing the school playground. We have also volunteered to provide monthly reports to the Parish Council, to provide updates on the progress of the playground project, as well as sharing examples of how the school is engaging with the local community to rebuild those links.

ACTION: Steve to read out this months report at the Parish Council meeting on 13/11/18.

Halloween disco – this year we held separate discos for KS1 and KS2. The overall feedback was that the event was a success and the children, staff and SPLAT volunteers all had a great time! Top marks to the Mrs Arnold and the teachers for their dancing this year! The group agreed that separating the groups really helped, especially giving more space and enjoyment to the younger children. Feedback from children in the KS2 group was that it would be good to have more activities next time, such as apple bobbing, lucky dip, dance competitions etc. So next year we will address this and have more prizes available to allow more games to be played. As the disco is so enjoyable for the children, the group thought we should aim to do another disco in the spring or summer term, e.g. Easter disco. The Halloween disco managed to take £373.15, which after expenses generated £97.15 profit. Thank you to all the volunteers and teaching staff who helped set up, manage and run the event. A special thank you to Mrs Gadie for coming in and cooking the hot dogs, and to Ellie Mitchell for designing our fabulous posters!

Alistair Dewhirst – Kate Arnold and Emma invited Alistair Dewhirst (Councillor for Ipplepen & The Kerswells, including Stokeinteignhead, Shaldon, Abbotskerswell etc.) to meet in the school on 30/10/18. We discussed with him some of the key issues for the school, including the 4th classroom situation. He agreed to share with us any contacts or ideas for funding opportunities for the school and is also following up with highways to get the lines repainted on the road outside the school.

Playground Refurbishment Project – Stuart Hunt, playground designer from Rhino Play Ltd visited the school on 7/11/18 and met with Kate Arnold, Sarah and Emma. Rhino Play are a local company based in Ipplepen who specialise in playground equipment and safety surfacing for schools and came recommended by the USF. They came to survey the site, offer design ideas and are now drawing up detailed plans and quotes. The school leadership and PTFA will then review the plans and quotes with the staff, before consulting the children to help agree the final design for the site. We also have another company to contact to get a second quote and gather alternative ideas.

ACTION: Emma & Sarah to share proposals with the school leadership and establish next steps with Kate/Jo.

SPLAT plan for activities for between now and Christmas:

Cake sale – Thursday 15th Nov:

Willow class (Y4 & Y5) to donate cakes.

ACTION: Rosie to prepare paper plate flyers to go in the children's bags on Friday 9th Nov.

ACTION: Emma to sort float using panto cash and put up posters on the noticeboards.

ACTION: Becky, Rosie and Sarah to run the stall after school on Thursday.

Christmas Cards:

Children have created some great artwork in their classes and parents/carers had the opportunity to sign up to purchase packs at the recent work showing afternoon. Payments to be in by 13/11/18. SPLAT due to make £2 per pack.

ACTION: Emma to check if separate float required in the office.

ACTION: Sarah to pay for the order on collection and SPLAT will reimburse her.

Bags2school clothing collection:

Payment made for weight of clothing collected. Letter and bags due to go out w/c 12 November. Collection being made 6 December.

ACTION: Emma to prepare memo to go out on the school app and ensure date of collection is logged in the calendar.

ACTION: Sarah to organise letters and bags to go out in the school bags

Pantomime tickets – Sunday 16th December, 2pm, Princess Theatre Torquay:

SPLAT have 100 tickets available to purchase for £14.50 each, which represents a 43% saving on the full adult price ticket. Thank you to Ellie for creating the poster advertising the ticket sale. Tickets are going quickly.

The group agreed that we should investigate whether there are any alternative shows we could source tickets for during the year in 2019 to repeat this as a fundraising opportunity beyond just the panto.

ACTION: Emma to advise the school office to take a reserve list once we get beyond the 100 tickets available, if we have demand we can approach the Princess Theatre for additional tickets.

ACTION: Emma and Sarah to allocate seats once all the orders and payments are in, and place tickets in named envelopes to go out with the children in early December.

Christmas performances refreshments – 17th, 18th, 19th December:

Monday 17th Dec – 1.45 – 3pm, grandparent showing KS1 & Y3 performance

Tuesday 18th Dec – 1.45 – 2.45pm, parents showing KS1 & Y3 performance

Wednesday 19th Dec – 6pm – 7pm, Xmas songs KS2 (Y4-Y6)

Refreshments to be served at each performance. Mince pies, mulled wine, hot drinks, hot chocolate with Irish Cream shot option.

Volunteers so far for each performance:

17th – Emma, Liz, Sarah

18th – Lauren, Anna, ??

19th – Becky, Sarah, Emma, possibly Steve

ACTION: Anyone else able to volunteer to help out on any date?

ACTION: Speak to Sharon to see if we can get mince pies donated again this year. If not, approach supermarkets.

ACTION: Emma & Sarah to check how much mulled wine we have left over from last year. Purchase additional as required, and other items (Irish Cream (Lidl), hot chocolate powder etc.)

ACTION: Emma & Sarah to investigate a TENs licence and to speak to Kate/Jo about the plan.

Christmas jumper day:

Previously we have done this for a £1 donation, split 50/50 with a charity chosen by the children.

ACTION: Emma/Sarah to speak to Kate/Jo to see if this is something to do this year.

Funding requests for consideration:

No funding requests have been received since the last meeting.

Date of next meeting:	Thursday 10th January, 7pm – 8.15pm
Venue:	The Thatched Tavern, Maidencombe
Focus of the meeting:	2019 planning meeting – event planning and meeting dates for 2019
