



# Mill Water School

Preparation for *their* best future

## PTFA Minutes

Date: 15<sup>th</sup> September 2022

Time: 13.00hrs

Location: School

Attendee	Position	Attendee	Position
Bobbie Potter	Treasurer	Charlie Palmer	Member
Georgia White	Member/MW staff	Aimee Bailey	Member
Nicole Wood	Member	Helen Goode	Member/MW staff
Laura Alexander	Member	Donna Fensome	Member
Steve Fensome	Member	Josephine Russell	Member
Chris Russell	Member	Diana Nikitina	Member
Ronald Jordaan	Member		
<b>Apologies</b>			
Sarah Bryant	Member		

	Agenda Item	Actions & owner
1.	<p><b>Welcome, introductions and apologies</b></p> <p>Georgia welcomed everyone to the start of the new academic year, and especially to new families. The PTFA's role was explained and the types of enrichment experiences for all pupils that it raises money for; ranging from days out and outdoor learning equipment to leavers' hoodies and visiting arts/music/drama workshops.</p> <p>Bobbie explained her role as PTFA Treasurer. Charlie (former Chair) shared the many rewards of being on the PTFA committee.</p> <p>Apologies received from Sarah Bryant.</p>	

2.	<p><b>Overview of current situation</b></p> <p>An appeal was made to Mill Water supporters for help to keep the PTFA going. Bobbie is currently the only committee member, and is keeping the accounts in order as Treasurer. It was explained that the vacant roles of Chair and Secretary need filling; however, these roles do not need a great deal of work or to be very formal. This is a chance for the committee to start with a clean slate, and for new committee members to shape the PTFA and to take on as much or as little work as is manageable.</p> <p>It was agreed by attendees that having a school PTFA, with the many benefits that it brings, remained very important to Mill Water. All agreed that the social element was very important to them, and the chance to talk to other parents with similar experiences.</p> <p>Suggested locations for future meetings include the meeting room in the Sir Walter Raleigh community pub in East Budleigh, Otterton Mill café, King's Garden Centre cafes in Sidmouth/Exmouth, Ocean in Exmouth, outdoors (weather permitting) and via Zoom. The meetings do not need to be very formal, as long as dates and venues are communicated, finances are kept in order and minutes are taken and shared.</p> <p>A date for the next meeting has yet to be set (while the PTFA awaits for the 2 vacant committee positions to be filled). Any further details about the PTFA will be communicated via the newsletter and social media sites.</p>	<p><b>Actions:</b></p> <p>Attending members agreed to be included on the database of MW supporters and to be called upon as needed; for example, whether to bake cakes, help out at events or attend meetings. Attendees agreed to go away and consider what capacity they had to help run the PTFA.</p> <p>Georgia agreed to manage the database of supporters and invited members to communicate their ideas/offers of help to her via <a href="mailto:fundraising@millwater.devon.sch.uk">fundraising@millwater.devon.sch.uk</a></p> <p>Georgia agreed to support any new committee members who fill the vacant roles.</p>
3.	<p><b>Finance update</b></p> <p>Current available funds = £3,900</p> <p>Excluding ring-fenced monies: Refund Parental Contribution for the Crealy 'Takeover' - £500.00.</p> <p>The Crealy 'Takeover' is a fantastic and truly inclusive event at the nearby theme park which has always proved extremely popular with pupils, families and staff.</p>	<p><b>Action Point</b></p> <p>Bobbie agreed to continue as treasurer until July 2023.</p> <p>Aimee kindly agreed to look into re-booking the Crealy day.</p>

4.	<p><b>Funding requests</b></p> <p>£200 for a 3-day music residency with Live Music Now in March 2023. The project will provide additional live music experiences for pupils, supporting their musical development and wellbeing, as well as opportunities for non-specialist staff to work alongside experienced professional musicians.</p>	<p><b>PTFA Decision</b></p> <p>To fund the Live Music 3 day music workshops</p>
5.	<p><b>Forthcoming PTFA fundraising opportunities</b></p> <p>Potential events that the PTFA is hoping to support/plan fundraising around include:</p> <ul style="list-style-type: none"> <li>- Tesco blue token scheme for Mill Water, to run in Exmouth and Budleigh branches from Oct 2022 to Jan 2023 (spread the word!)</li> <li>- School Christmas raffle</li> <li>- A school Christmas fair/exhibition of pupils' art (to be confirmed)</li> <li>- Mother's Day, 19<sup>th</sup> March 2023</li> <li>- Lambing Sunday, Bicton College, March 2023</li> <li>- School Easter raffle</li> <li>- Father's Day, 18<sup>th</sup> June 2023</li> <li>- Bicton 10k race event and cake stall, 2<sup>nd</sup> July 2023</li> </ul>	<p><b>Action Point</b></p> <p>Attending members agreed to help where they can; from baking cakes to helping to source raffle prizes.</p>
6.	<p><b>PTFA Reflections</b> <b>(What have we done to enrich school life at this meeting?)</b></p> <ul style="list-style-type: none"> <li>• Spending commitment for music activities</li> <li>• Recruitment campaign to promote PFTA and fill committee vacancies</li> <li>• Use of Mill Water School PTFA for sharing information with parents</li> </ul>	
	<p>Meeting finished: 14:35</p> <p>Next meeting: to be confirmed, once vacant committee positions are filled.</p>	