

Friends of Otterham Community Primary School Minutes

Meeting Date – Tuesday 4th March 2:30pm

Present – Clare Dalton, Clare Jones, Frances Edwards, Laura Spry, Holly Olivey, Lisa Ward, Jo Kenyon

Apologies – Helen Lockwood and Susie Brooks

1. Charity Commission

Discussion was held regarding a proposition put forward by Lisa Ward to register the PTA as a Charity with the Charity Commission. It is looking likely that our hand will be forced to register with them as our income will exceed £5,000 this year.

It was agreed to hold an AGM on **Tuesday 25th March 2025** to elect members/trustees. We will look to adopt the Parentkind constitution as the Charity Commission accept this document. The constitution will be made available for all parties to see prior to the meeting.

It was agreed that in the Summer Term we then look to start the procedure to register officially.

2. Quiz Night

Jo Kenyon's parents and Godfather had offered to help the PTA put on a quiz night at Otterham Hall. Russell and Sally (Jo's parents) will run the bar for us and David (Jo's Godfather) will set the questions and be quiz master.

It was agreed this was too good an opportunity to turn down so Jo will speak to Pam Langley to find out available dates for the hall and liaise with her parents and David to find a suitable date.

A TEN licence will need to be applied for on the Cornwall Council website for the bar.

A raffle to be held. Clare Jones suggested that we ask parents to donate hamper items for the raffle and the PTA put together hampers as the raffle prizes.

Frances to create a poster for the event.

Snacks to be bought to put out on tables.

£5 per person, maximum of 6 per team.

Wooden spoons for losing team.

3. Replacement Train

Lisa is looking into quotes for replacing the train that has had to be removed.

Helen Ward has said that the children are saying they are missing the train and would like it replaced.

Quotes so far vary from £3,000-£6,500.

Lisa will share with committee when quotes are received.

4. Accounts

Clare Dalton had prepared a spreadsheet detailing accounts for the current school year. Currently a balance of £6,727.81.

5. Easter Bingo

Bingo to be held in classes as per previous couple of years. Laura Spry has got eggs donated from Tesco Launceston and Co-op Bude.

Lisa Ward has got some bags of Haribo incase winners don't like chocolate.
Jo Kenyon has said she will get 70 chocolate lollies so each child goes home with a treat.

6. A.O.B

Helen Ward has asked if the Friends will half fund two days of Lego Robotics to be enjoyed by every class within the STEM week. Approximately £250.00 Helen expects. All those at the meeting agreed to this request.
Frances gave a reminder that after Easter, Year 6's will probably look to start Ice Lolly Friday again. Lisa Ward to arrange as current Year 6 parent.

Meeting finished at 3:30pm.