



THE ECCLESBOURNE SCHOOL

PARENTS, STAFF & FRIENDS ASSOCIATION

Registered Charity No: 1047233

Chair: Jacqui Davis

Secretary: Vacant

Wirksworth Road, Duffield, Belper, DE56 4GS

Tel: (01332) 840645 Fax: (01332) 841871

info@ecclesbournepsfa.co.uk

www.ecclesbourne.derbyshire.sch.uk/psfa



INVESTOR IN PEOPLE

Minutes for PSFA Meeting

Wednesday 18 September 2024 at 7pm, School Library

1. **Present** – Jacqui Davis , Petra Owen-Moore, Jane Arnold, Alison Askins, Rita Patel, Steph Austin, Sue Small, Vikki Small, Jessica Jackson
2. **Apologies** – Gail Lowe, Lauren Fordhams, Lorna O'Donnell, Helen Parker, Rachel Humphries, Lorraine Jenkins.
3. **Previous Minutes** – accepted and signed
4. **Matters Arising**

4.1 PSFA Noticeboard / banner outside school – JAM does not want a noticeboard outside school. Discussion around other catchment areas and the fact that PSFA is not reaching them. We already have notices in the Duffield Parish Council noticeboard at the end of Wirksworth Rd which Vikki is responsible for. There is another one near Duffield Wreck (?). Steph will check out getting access to this too.

Was also suggested that PSFA could look at purchasing "A Boards" which could be placed outside School as events approach.

ACTION: Petra to send list of feeder schools and catchment areas to SA for further investigation about getting further publicity therein. We can then also approach parish councils in feeder areas e.g., Allestree, Little Eaton, Mugginton, Kirk Langley to advertise and promote PSFA events.

A Boards on Agenda for next meeting for further discussion.

4.2 "Dad donation" – JD's letter

JAM agreed this could go out via school parent pay.

ACTION: JD will put together a letter – will need to be handled sensitively and circulated to Committee for comment.

UPDATE: Rich did a draft letter which is succinct and to the point. JD has amended and it's now with SA for amends / despatch.

4.3 PSFA Noticeboard – in school – SS

ACTION: PDO to get key and arrange a time for Sue to come and populate the noticeboard. There are some items in there which will need removing.

4.4: DCA funding of table tennis tables – VS



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All sorted, received and already in use. Oli Quail has sent a review which has been forwarded to DCA. The School and it's pupils are extremely grateful – the tables are getting a lot of use from all School years.

4.5 Sixth Former involvement with PSFA activities (e.g. DCA/ Uniform Sales?)

ACTION: JA will follow up and report back at the next meeting

4.6 Photos and testimonials from staff showing how funds received from bids are spent – PSFA is needs these for all bids going forward.

5. Treasurer's Report & Review of Past Events

4.1 Treasurer's Report inc Easy Fundraising: **please see attached document**

6. Bids

6.1 Maths dept – calculators – APPROVED

6.2 First News Technology Dept – APPROVED, subject to feedback being provided on number of students actually using it.

6.3 Bids from last term

- PDC bid – APPROVED
- CAREERS DEPT - APPROVED

ACTION: PDO to remind staff of write up details of usage of funds and provide photos – that can be used on social media and PSFA noticeboards. PDO to ask Maths dept to put sticker on calculators "Donated by PSFA" pr similar. Information on bids approved and what has been purchased to be included in the School Newsletter each issue. Next one is Christmas. Someone on Committee to be appointed to deal with making this happen.

7.Future PSFA Planning and 2024-5 Events

7.1 Current status of Volunteers and future of Ecclesbourne PSFA



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JD is stepping down as Chair at the AGM but will be at School for another year to help with transition. Natalie is stepping down as Treasurer – she has been helping Rita Patel get up to speed over the last 12 months, as Rita is taking over.

JD recently updated the PSFA email lists. Currently 22 people on the Committee – 9 of them will be removed at AGM. 60 volunteers but only 15 regularly active. 9 people have contacted JD to join PSFA since the Year 6 talk.

No one seems keen to take on Chair and Secretary roles. Replacements are needed prior to AGM as also need Trustees and bank signatories. Can change the Constitution if necessary to remove necessity of having Chair / Secretary.

ACTION : JA to ask Liz Page about changing the Constitution before the AGM.

UPDATE: LP confirmed Constitution can be changed at AGM. However, Trustees still needed; legally only 1 Trustee is needed (and JAM is a Trustee of PSFA), but for best practice 3-4 is recommended. Currently there are 4 – JD, Liz Page, NH and JAM. First three will be removed at AGM.

7.2 PSFA and School event dates agreed. JD to update and PDO to confirm once updated before sending out.

7.3 Discussion around PSFA starting to look at new / different events that don't rely just on Ecclesbourne parental contributions, e.g. Colour Run – to discuss further.

8. Date of Next Meeting Weds 16 Oct 7pm

a. AGM – Weds 2 Oct, 7pm School Library