

Outdoor Development Working Party Minutes

Why ?		The objective of this group is to steer improvements to the school grounds (including the field). This is our 4th meeting
Who ?		Y6 Corbin, Emily Rowe, Mia. Y5 Scarlett, Ruby, Hester. Y4 Dylan Governors: Mr Alan Rowe, Mr Ben Gower. Staff: Mrs Lou Tuffery, Dr Helen Williams
When ? Friday 6 January 2017		Where? Computer Suite: 13:00 – 14:00
Item	Time	What do we have to do in our meeting?
1	0:02	Apologies: who is unable to be here? There were no apologies Everyone was reminded to bring their minutes, notes and agendas to each meeting.
2	15 mins	Minutes of last meeting and matters arising: <ul style="list-style-type: none"> Ruby is part of the group, and was welcomed The dead trees had been cleared from the Trim Trail area as planned – brilliant! Toilets in the field: AR is researching compost toilets and also the possibility of flushing toilet. C.toilet results in dry sawdust suitable for composting, needs emptying about once per month? – obviously dependent upon use. Not part of Will's job description. Sewage and water pipes are available in the field. We are awaiting a quote for a flushing toilet – ACTION: AR organising. SW Nets: HW & JJ chasing company to visit to extend the roping on the jungle run and add stepping stones. Jungle run is currently being used, but not on wet days. ACTION: HW to chase. Y4 courtyard: 2 quotes have been obtained in collaboration with MS – Y4 teacher. RoG has taken responsibility for this in collaboration with MS. This will cost about £3000. Invitations to Mr Finnegan and Mrs Gall's father. ACTION: Cards to be completed and given to Mrs Tuffery by Weds 11th January 12:15. Emily, Mia, Scarlett and Hester to follow up lunch invites with Mrs Heath.
3	30 mins	The Trim Trail. BG had met with Phil Jones, landscape gardener, that day. They are working together to produce a template for an itemised quote for the work to this area. The committee went through the Fab Friday ideas, which were discussed in relation to infant requirements and short list of priorities produced. A selection of pupils' pictures were also chosen. These will be used with contractors in order to compare quotes. ACTION: when template available, AR to ask friend who works with Cormac who is keen to quote. ACTION: Before next meeting, HW, LT, BG & AR to meet to agree the pricing/designs for the infant area with RoG. ACTION: After the quotes are received, these to be given to infant staff for agreement, prioritizing & finalising. Reminder: money to be allocated by April.

4	10 mins	Budget. There is nothing further to report at the present time. We have £30,000 to be allocated by April. The Y4 courtyard will use £3,000.	
5	5 mins	AOB HW suggested everyone look at Highway Farm website for outdoor ideas – Highway Farm is an exciting outdoor pre-school and activity centre based in Four Lanes, Redruth. However – sadly having checked this, there are not many photos for us to see ☹ http://www.highwayfarm.com	
6		When we meet again what do we have to do? Next meeting Friday 10 th February 2017, 13:00 – 14:00 Next meeting: allocate funding to various projects. Close Meeting: The meeting closed at 14:00, everyone was thanked for attending and for their work in between meetings.	