



**PTFA Meeting Minutes Committee Only
23.09.2022. Held at School – 9am**

Minutes of the latest meeting:

Present: Susie Gray (SG), Elizabeth Dear (ED), Rachael Gavin (RG)
Teacher Representation: Kay Hanson (KH)

Apologies: N/A

Minutes from the last meeting: New academic year. Committee only meeting to set out plans.

The committee went through the financials from the last academic year to clear up some payments outstanding.

RG will await receipts for the new PTFA board and July library refurb so those can be cleared asap. All other payments accounted for.

Matters Arising:

Trip Contributions: PTFA agreed last academic year to increase the contribution made from £5 per child to £15 per child. Due to the cost of living crisis it was felt this was appropriate. The committee has decided to make this payment to school in three instalments as the total would be £1710. RG to make the first payment of £570.

Harvest Festival Raffle: PTFA to hold a raffle. Possibly four prizes. Can we source a huge pumpkin? ED has sourced an Autumn Wreath courtesy of Charlotte Farrington. Then a bottle of something and some chocolates? Ask for possible prize donations at next meeting. Need at least 4 volunteers to sell tickets on the day. Could also sell in the morning at drop off to save people time later.

School Disco: To take place on Wednesday 2nd November straight after school 3.30-5pm.

Halloween themed. This will be a non uniform day too. Fancy dress if desired.

£4pp entrance fee will include crisps and squash.

Stalls to include, Haribos/Freddos 30p each, Glowsticks 30p each, Washable Tattoos 50p each.

Need at least 9 volunteers for this event.

Katie's Ideas: Katie Redfern, parent volunteer, sent ED some ideas over the Summer holidays. ED put these to the committee.

Christmas card designed by the children – This has been done in the past but doesn't make us much money and is a huge effort on schools part. Not many orders.

Cheese and Wine night – Go ahead!

Personalised Drink Bottles – KR knows a lady who designs these. Choice of font, colour, child's name. Possibly order once a term, collect orders/payments. Might need to design an order form.

Can we add the school logo? Need KR to get more information. Lady is currently on maternity leave.

Other Business

Dates for the future that we are involved in.

Tuesday 8th November – Open Evening – new intake parents for next year. PTFA to have an engaging area with a few volunteers to show what we do and how they can get involved.

Friday 2nd December – Christmas Market – do a save the date as we need loads of volunteers!

Monday 5th December – In school panto – Goldilocks and the Three Bears - £595, ask for voluntary donation of £3 per child. PTFA to fund the remaining cost.

Thursday 15th December – Class Parties/Visit from Santa – Need to find Santa!! PTFA to provide squash and biscuits. Need two volunteers to set that up this year. Gifts – discuss at meeting, costs and possible gift ideas.

ParentKind – The PTFA are paying into this at £116 per year. ED has checked with Sarah Jassal, ex treasurer, she has confirmed it is for liability insurance. KH to check if school covers this.

Next meeting Friday 7th October 3.30-4pm, Y4 classroom.

Signed.....

Date.....