

PTFA Meeting Minutes Thursday 6th September 2012

Present - Beccy Adlard, Fiona Harris, Lucie Boulter, Sophie Braybrooke, Vikki Antill, Rachel Jackson, Andrew Marshall, Liz Orton, David Burgess, Lynda Bloomer, Brahim Herbane, Bec Hames, Emily Craft, Annette Jones,

Apologies - Andrew Ife, Mary Cufflin, Jackie Woodhouse, Rachel Haines

Minutes of last meeting agreed as correct.

Treasurers Report - see attached sheet distributed to the meeting by Lynda. Still approx £800 worth of uniform left to sell.

Requests for finance - Andrew Marshall came to the meeting with a list of requests;
ICT visualisers x13 - £4000
Different sporting activities /enrichment - £750 for whole school
Nature trail revamp - £350
All of these were agreed as acceptable requests. £2300 left still to allocate.
Items potentially in the pipeline - ICT - renew teacher laptops, canopy in year 1 and 2 playground, musical instrument replenishment, library services.

Cake Sale Review

Thanks to Emily for all her hardwork. Some stock was left - mainly due to bad weather but good response.

Party in the Playground Review

Successful event - thanks to all who helped.

Autumn Fayre - Sat 22nd September

Volunteers and stall allocation - Fiona to speak with Vikkii and also teachers re special requests - other than that the stalls will be allocated by PTFA to each teacher and they will be informed. Each class will be decorating their own bunting and these may need to be linked up to the correct stall. Volunteer List to go out to be added. Everyone to encourage volunteers.

Stalls - new stalls - welly wanging to go on the field, whack the rat.
Sophie to source tennis tubes and years 4,5 and 6 to fill them again.

Letter already gone out to inform people which days to bring everything in.
Everything to be stored in the junior shed. Teachers to remind children to remind parents each day.

Raffle - Vikkii has had some booklets returned and a few stubbs have already been returned with money. Prizes sorted - quite a good response from Queens Rd and Allandale Road Shops.

Advertising - Vikkii has sorted all the posters and flyers - these are to be delivered to Fiona and she will arrange their distribution.

Refreshments - Becky Hames and Jackie have this organised - Scones, flapjacks and biscuits - x200 scones. Emily will bake 100 and Rachel x100. BBQ sorted - Mark and Stu will set this up and Shamus has been asked to help out. Lucie to order samosas - x200 to be sold at 75p each or 2 for £1

Entertainment - Stars academy and Streetdance. Fiona informed the meeting that most entertainment acts were booked up well in advance and we had therefore left this too late. Rachel know a ladies clog dancing group and will ask if they are available. Mrs Shaw to be asked if the school choir would be able to perform.

Wire Game - Mrs Og to be asked - Emily to do this.

Coconut Shy - Emily to ask a friend about obtaining coconuts. £1 for 3 throws but only win 1 coconut.

Pick a teddy - Emily to sort out the straws.

Becky Hames was given a list of which sweets to buy for prizes. She will be doing a trip to Macro and people to let her know if they need anything.

Annette Jones volunteered to do the Tombola prize sorting on Friday.

Nail Painting is to be arranged by Becky Adlard.

It was recognised that the queue for the Face Painting last year was too long and therefore try and encourage to have smaller paintings on cheeks or hands - 50p for smaller motif and £1 for whole face.

We need to find someone willing to be a 'tattooist' - Becky has already sourced the transfer tattoos at Macro.

Lucie Boulter volunteered to run the popcorn stall with others assisting throughout the day. There is plenty of corn and oil but will need to get some bags to put it in. To check that machine is in good working order.

It was confirmed that risk assessments will need to be carried out and liability notices need to be placed at each stall where appropriate.

An art competition is to be held with the theme of the 'British Seaside' with the entries at school before the fayre and the winner announced on the day. Winning prize will be an art set.

It was also discussed that a Crown competition could be held on the day of the Fayre and that each child could come to the Fayre in a Crown and a prize will be awarded for the best one. A Royal Procession of crowns would be held at some point in the afternoon. A flyer to be produced to this effect and teachers to issue reminders about this as well.

A definitive volunteer list to be completed by Monday and put up on the shed and people encouraged to sign up!

Any Other Business

The AGM will take place in January. Date to be confirmed at next meeting.

David Burgess requested that any PTFA newsletters or other items to be distributed should be forwarded to him as well to be included on the website.

Date of Next Meeting - Thurs 18th October - 7pm in the Staff Room.