

Minutes for PTFA meeting, 17 March 2015

1. Apologies – Lucie Boulter, Sophie Braybrooke, Richard Hames, Brahim Herbane

Present – Beccy Adlard, Lynda Bloomer, Gretel Stonebridge, Bec Hames, Bec Sidgwick, Lee Grosvenor, Vikki Anthill, Liz Orton, Deborah Smolinski, Rachel Gaskell, Annette Jones, Jackie Woodhouse, Andrew Marshall

2. Agreed on minutes of PTFA AGM on 29 January 2015

3. Children's Disco Review

£1,045 was raised. Huge thanks to Lucie and Sophie for organising the event and to Lynda and Bec for their support. Thanks also to everyone who sold tickets in the playground. Although the event was a great success and enjoyed by all, ideas for new games or activities for next year's disco are always welcome. It would be a good idea to provide information, and have someone selling tickets, in the Foundation area to explain to younger children, and new parents, what the disco is about and to raise its profile. A reminder about litter at the start of each disco, and possibly in assembly, is needed.

4. Easter Egg Hunt

Easter egg hunt will be on Friday 27 March. Bec S., Bec H., Fiona and Jackie to help. Fiona has a timetable from last year that can be used. Fiona will buy chocolate rabbits.

5. Spring Craft Fayre- 18 April

Vikki is organising the Fayre. She reported that sign up for stalls is going well. There are no cake stalls this year. It was agreed that Yr 2/3/4 will be asked to make cakes for the refreshment stall and FS2/Yr1 will be asked for donations of chocolates/sweets for the tombola. Vikki will assign tasks to those who volunteered to help and let people know. Annette will do Easter crafts on the day.

6. Summer cake sale

The cake sale is pencilled in for 29th June. Becky to confirm with Emily Craft.

7. Website upgrade

It was agreed that it would be best to delay paying for an org.uk address until the website has been upgraded. Offers to assist David Burgess in keeping the PTFA website up to date would be welcome. As neither David nor Brahim were present, further discussion about the website upgrade was deferred until the next meeting.

8. Autumn Fayre – 19 September

Initial planning meeting will be at Fiona's house, 8pm, Mon 30 March.

9. Funding and sponsorship role development

Gretel has been looking into organisations that might match fund. She has obtained a template letter that could be sent out to parents asking them to find out if their own employer/organisation offers match funding. Gretel will reword the template and bring it to the next meeting for discussion.

Jackie had attended a webinar about Gift Aid and charities. There may be some potential for the PTFA to make greater use of Gift Aid. Jackie to discuss with Lynda outside of the meeting.

10. Treasurer's report

Lynda circulated up to date accounts information. There is just under £4,000 available to allocate. It was noted that £2,500 had been paid for KS1 outdoor classroom development but this has not happened yet. It was confirmed that the school is awaiting delivery of the canopies for the KS1 classrooms.

Easy Fundraising continues to bring in a small amount but needs to be promoted again.

11. Requests for funding

The development of KS2 outdoor area (£2,700) is still up for discussion. The group felt that more detail on the suggested outdoor enhancement is needed before a decision can be made. Mr Marshall will bring an overview of the project, and specific requests, to the next meeting.

Date of next meeting

Thursday 4th June 7pm