

## PTFA Meeting Minutes

Monday 14<sup>th</sup> January 2019

**Attendees** – Babs, Tracy, Deb J, Gemma, Val, Katherine, Lindsay, Kate, Chris, Debby

**Apologies** – Dave, Deb W, Suzanne, Hannah, Lorna, Alana,

### **Introduction –**

Welcome to the new members and thank you for joining us. Explanation of whatsapp group, emails and meetings to keep in touch. A few members have started following PTA face book groups for ideas to share.

Our target this year is to raise funds for the reception play area refurbishment. We need to raise awareness of what we are doing. In the village it's always a fundraising contest as a small village and church, club, village hall, toddlers, preschool are running same events. We are in need of new fresh ideas to boost our funds and need to plan ahead for the year.

- Need to find out what the target is off Penny? – Lindsay to ask
- Due to intruders at night and weekends CCTV is being installed and lighting being improved by KOGS.

### **Xmas Baubles –**

Thanks go to Suzanne for organising and everyone that helped her. We raised £44 and have enough left to run it again in the future. Received good feedback from parents, teachers and children. Discussion about how to make it easier in future as some struggled.

- Start earlier so more time
- Tips on how to do them on newsletter

### **Silent Disco –**

DJ has received a quote of £192 for 100 headphones but will research which company best to use. Discussion over best time of year to do as ideally needs to be dark to sell glow sticks and have disco lights up. Decided on October and autumn theme.

- 17<sup>th</sup> October
- Deb to get prices and book
- Ticket only event
- Infants and juniors separate discos on same night
- Sell snacks, drinks and glow sticks

- Disco lights needed
- Need helpers to set up and run

#### **School Lottery –**

Discussion over pros and cons of running it instead of 100 club. DJ to run a poll on facebook page to see what the interest would be and go from there.

#### **Bags to School –**

Easy one to run but time consuming for members. Clothes bank discussed for car park. Mrs Ward authorised and DJ to order once best deal found. Advertise on newsletter, face book and fliers in bags etc to school and villagers. Packs for children arrive before for education purposes.

#### **Easter Chocolate Bingo –**

Always well attended events. Family events are key to our fundraising. Mr Brooks showed interest in hosting, Lindsay to ask him. None school uniform day to gain the chocolate again. Date to be set when Lindsay can access the diary.

- Lindsay to ask Mr Brooks about hosting
- Volunteers to set up
- Bingo machine needed
- Date to be chosen = either 02/04/19 or 03/04/19
- None uniform day = 29/03/19
- Left over's to be used for another event

#### **Fun Run/ Tug of war –**

Mr Brooks showed an interest in organising a fun run and has done so in his previous school. Summer time event with maybe a cricket tournament too.

- Members needed to help organise and run
- Marshals needed on day
- BBQ afterwards on school yard and stalls?
- Tug of war team for field day?

#### **Gin Tasting –**

A lot doing them at the moment, one to leave for future.

#### **Working with church –**

Church has the lottery on summer and Xmas at present. We have been attending church meetings to work together on these events. Talks about having a big summer event together.

Tracy spoken to Jenny Soper about best way to do this going forward and meeting to organise as the Cowell family have said they would like to host something at their farm but would need help to do so. Lorna communicated with Anthony Cowell and we need a small committee to meet with him to arrange. Rev Salt wants to work more closely with the school to get younger people attending church events. Discussion about the Borchester pot with Lindsay explaining where the funds raised from the church events go to in regards to the school. Church pay into the pot and school pay in the same. When building work needs doing the pot can be accessed. A new boiler was purchased recently from the pot.

- Summer Fair Committee to be set up with volunteers
- Meetings with church, the Cowell family to be attended

### **Penny Wars –**

Babs gave a description of what it entailed. 7 large jars needed so one for each class, children bring coppers in to class in a morning and add to the jar. Letters sent home saying what we are doing. Running from Feb to Easter holls and the class that collects the most coppers wins either a none uniform day or extra playtime.

- The office have a counting machine which the PTFA can use.
- Chris can donate the coppers from the restaurant
- DJ to source jars and set up
- Volunteer needed to design a poster and flyers

### **Gift Aid –**

Did we find out if we can do it? Lindsay to ask Mrs Ward. Discussion over charity status and can't get it as don't raise enough at present.

### **School Council –**

No meeting between us and school council happened as yet as Babs can't go in to school due to work commitments any longer. Need someone to volunteer to lead.

- Lindsay to ask when they are meeting
- 1 volunteer needed

### **PTA Events –**

Babs explained that it is an online ticket sale site for PTA's and may make it a lot easier to sell tickets to bigger events. Lindsay explained that the office were happy to help sell still. May look into for the next big event.

### **Newsletter –**

Our current one is outdated as has lots of different members on it. List of new members needed with a pic and brief bio and what year child is in to update for the new 2019 team.

- All members to send Babs [b\\_allen56@hotmail.com](mailto:b_allen56@hotmail.com) a head shot and info asap
- Badges for future events needed – any volunteers to make them ?
- Logo needed for the PTFA – anyone know anyone who could design us one for free ?

### **Parents Evening 27<sup>th</sup>/28<sup>th</sup> Feb -**

Idea put forward to sell tea/ coffee and cakes when families waiting to be seen. Discussion over using computer/library area as more room. Starts early so would struggle to man it with work restraints. Chris offered to staff it for us and we could then take over when possible and will look into cake prices from his suppliers.

- Details/Rota to Mrs ward prior to the event
- Volunteers needed to take over from Haighton Manor staff
- Chris to get costings together

### **Xmas Fair –**

In 2017 3 similar fairs were held in the village so we didn't hold one in 2018 but neither did anyone else !

Discussion over making this one bigger and better and working with the church. Lots of ideas coming in including Elfridges, homemade Vodka bottles, gift wrapping service etc. We need to speak to church and ask if we can have all the classrooms to run stalls in and get the year 5/6 children to man some of them. Chris offered as an incentive for some children helpers to give them a meal at Haighton Manor on him.

- Meet with church over rooms and stalls
- Look out for deals at present with xmas gifts, xmas chocs etc (check dates ) as all being sold off to use on the stalls

### **Treasure Hunt –**

Discussion over a big summer family event around the village with a bbq or hog roast/bar afterwards. Chris could man the bar and donate some beer and cost the hog roast/ bbq option up for us and has gazebos we can use etc..

- Anyone any good at making a treasure hunt ?? or knows anyone that may be ??

### **Summer Garden Party –**

Discussion over asking church to make it a later event as lots of children have activities to attend and then we could make it last till evening. More stalls for the children needed and bouncy castles, fire engines attending, donating teddies for teddy tombola, famous person to open it, crazy golf etc..

- Volunteers to attend church meeting needed to discuss ideas

### **Other Business –**

- Do we have anywhere to store PTFA items in school – Lindsay to check parish cupboard
- £2825,69 in the PTFA account at present
- Chris spoke about a recent Coffee Morning fundraiser he had held at Haighton Manor for the SPACE centre where they raised £2,000. Chris happy to do one for us and donate items as long as finished for 12pm. Tickets sold for £5.00. Could we run it alongside the new intake at school for reception class ? Good way to introduce PTFA to parents. Date to be looked at.

**Next meeting set for 4<sup>th</sup> March**