

Minutes of PTFA meeting 8pm Wednesday 28<sup>th</sup> September, via zoom  
Attendees KP, AT, CP, NS, GD

32. Apologies EH, LM

33. KP discussed dates with BB for events for the year.

- 13<sup>th</sup>/14<sup>th</sup> October Lilac bake sale
- Disco and Mufti Day Thursday 20<sup>th</sup> October.
- Potential date of 19<sup>th</sup> November for Christmas fair – KP to check with BB
- Jumble sale 28<sup>th</sup> January
- Willow bake sale 2<sup>nd</sup>/3<sup>rd</sup> February
- Disco 9<sup>th</sup> February
- Cherry bake sale 30<sup>th</sup>/31<sup>st</sup> March
- 26<sup>th</sup> May Mayfair
- 22<sup>nd</sup> /23<sup>rd</sup> June Maple bake sale
- Sports Day 30<sup>th</sup> June or 14<sup>th</sup> July back up date
- 20<sup>th</sup> July last day, disco in playground

34. Bank account change – KP suggested we don't change bank account yet due to the Co Op last payment is due to be made in November. The Co Op fund runs from Oct 2021- Oct 2022 Also, if a new treasurer joins the PTFA, it will make sense to apply for a new bank account once they have joined as they will be on the Charities commission.

35. St Marys have been successful in being selected for the Tesco funding. This starts 1<sup>st</sup> Oct and runs until mid Jan 2023. After shopping, customers receive a blue coin and place in the appropriate charity box and we will receive a payment of £1500/£500/£100 for 1<sup>st</sup>/2<sup>nd</sup>/3<sup>rd</sup> most coins respectively. This will take place in the Forest Row and Crowborough stores.

36. Maple dad possibly interested in the treasurer role. **AT to discuss and ask how much he can be involved and explain role and feedback to us.**

37. Mrs Rowberry suggested to set up a new pond at school with wildlife explores, total cost to amount to approx. £300, Mrs Rowberry very kindly volunteered to pay half and wondered if the PTFA would like to fund the remaining amount. All in agreement. **CP to feed back to Mrs Rowberry.**

38. AGM – date set 11<sup>th</sup> November after school 3.15pm. For this meeting we need the same number of committee members to witness any changes. **All - to get 1 volunteer to attend AGM.**

39. Bingo ball – everyone in agreement for this continue for this year. KP suggested the possibility of paying 3 months at a time for anyone currently struggling with finances.

40. 50p Friday – raised £100 from Easter – Summer. Decided to change this to a fair weather event. To discuss picking up after Feb half term.

41. Christmas fair – things to start thinking about are the raffle (contacting local businesses), organising programme (adverts), food, father Christmas, class stalls (arranged by school).

KP has list from last year of companies donated and will send emails/letters out again. AP offered to produce programme.

CP to ask Mrs Rowberry if Mr Rowberry would be interested in being FC this year.

KP to ask around re food options.

KP to set up Christmas Whatsapp group and invite RR and FB along to have ideas from years gone past

42. Christmas cards - CP has organised and packs are currently with school.

KP, GD and CP to go through the forms when they are returned after school on 31<sup>st</sup> October sorted.

43. Old minutes – KP couldn't find the April minutes on drop box so CP to re-upload April minutes as its missing from drop box

44. Tidy up drop box – AT confirmed easier to do this on a desk top.

45. Go fund me/just giving page – KP asked if we could set up a page so it would be ready that we could utilise if we needed funds for anything specific. Decided that this was worth researching and possibly setting this up and having this page on standby for when we had a specific reason to ask for people to donate.

46. New maple Amazon smile/easy fundraising – Maple parents need to be made aware via whatsapp group and the newsletter so that they can sign up to these. AT and KP to look on mail chimp/email to find idiots guide to send around.

47. Quiz – discussed this would be a good addition to the PTFA calendar of events and a potential date put in the diary of 25<sup>th</sup> March. It was decided we could advertise this event and sell tickets and if not enough tickets sold we could always cancel a few weeks beforehand without losing any money (it would be held in the school hall so would not need to pay for a venue).

48. AOB. – GD can ask husband if she can organise zoom calls when AT leaves.

AT said last school year we raised approx. £6300, minus the fete money (approx. £300)!!!

49. Date of next meeting 11<sup>th</sup> Jan 2023 at 8.30pm

If anyone would like to know full names of committee members, please contact the PTFA at [PTFAHartfield@gmail.com](mailto:PTFAHartfield@gmail.com)