

Minutes of PTFA meeting 8pm Monday 25th September, via zoom
Attendees KP, CP, DH, KS, HL

1. Apologies NS and GD children have left the school.

2. Minutes from last meeting

New Bank account

Just a reminder for DH to organise transfer over to new account after the AGM when the new members/trustees to be added to the bank account.

KP still chasing disco money from July disco. DH said it would be good to have final monies by end of September as this is when he does the accounts.

Jumble sale

It was discussed that as the jumble sale did not go ahead in January, is it worth organising another date. It was decided not to do the jumble sale in January as it is straight after Christmas, but to have a mini second hand stall for toys at the Christmas fair (discussed further below)

Secretary role

CP to step down at next AGM in October as eldest daughter will be in year 6. KS possibly interested in secretary role. Role to be advertised along with other PTFA vacancies when AGM date is sent out.

CP To update drop box with all previous minutes to ensure everything is up to date before stepping down. CP will do a handover with new secretary.

3. AGM date

Thursday 16th November 2.45-3.15pm. Annette to put in newsletter and website and class whatsapp groups.

4. Christmas cards

CP has ordered packs, they have been delivered to school and will be sent out before half term. Courier booked to collect forms on 1st November. KS to help CP go through forms on 31st October.

5. Raffle tickets for Christmas – need to get thinking about prizes and adverts, go through the previous list of who has donated and companies from local magazine, adjust email/letter to send out to ask. Previously a 1 page advert was £25, half page £15. AT

usually put brochure together. HL said her partner could possibly put together this year as AT has stepped down.

6. Sports day –It was discussed that 7th June was the suggested date for sports day but this was too soon after May Fair which is usually the last Friday of half term and too early after coming back from half term to get organised. Mrs Robinson the new head is due to speak to the new PE company to discuss alternative dates. Mrs Robinson said the first suggested date would be a Friday and if it was rained off the second date would be the following Monday.

7. Disco/new rules – KP has spoken to Mrs Robinson and it has been advised that discos now will be run by teachers with PTFA helpers, but no parents present and no alcohol being served. It was also suggested Friday would be a good day to hold the discos so the children are not too tired for school the following day.

The bar at the last disco raised £300, which means the shortfall for not selling alcohol at discos year would be approximately £900/1k per year based on 3 discos per year. Various discussions around splitting ks1/ks2, pre ordering food/snacks. Mrs Robinson to speak to teachers to confirm they are happy to help. Date for next disco TBC, usually just before October half term, so potentially Friday 20th.

8. Christmas fair

Date suggested for 2nd December. Suggested idea for table of second hand toys for sale. Kats Cakes has said she would be happy to organise and run this stall.

It was suggested that we perhaps use the rainbow room this year for father Christmas as its quite a nice size room for the grotto.

Idea of having Christmas fair on Sunday 3rd, after church 11-3pm and invite church attendees. **KP to ask Mrs Robinson re Sunday date.**

9. Dates for bake sales

Mondays, Wednesdays and Fridays there are clubs after school and not everyone comes to pick up – Thursday is forest school and church café, so perhaps it is a good idea to run on a Tuesday going forward. The dates are usually as follows:

October - lilac

February – Willow

Easter – Cherry

June – Maple

KP to liaise with Annette re firming up dates.

10. Open day helpers

All covered for all dates for open day helpers.

11. Bingo ball

DH confirmed he has paid the winners today. **KP to advertise on class whatsapp groups.**
The price is £24/year and will start with the first draw at the end of October.

12. Flag pole

Mrs Rowberry who runs wildlife explorers and she awards the childrens with flags for certain achievements and she suggested it would be great to have a flag pole to put these flags on to recognise the childrens efforts and achievements. The flag pole would be placed at the front of the school and cost £100. Everyone in agreement.

CP to message Mrs Rowberry to follow up on school pond idea and to also ask if she would be interested in helping run a wreath workshop for parents around Christmas time.

13. Stage

Annette spoke to new care taker Marek who cannot build the stage. If it is not built by February, the money awarded to us by Tesco has to be repaid. A trades person is coming to quote for some work to be done in the outdoor maple area and Mrs Robinson will ask them if they could also quote for the stage. **Everyone to ask about for a carpenter to see if anyone would be interested in the job to build stage, the design is already done but does have to be followed. They would need £10million liability. KP to get picture of stage and tribute and chase Mrs Robinson.**

57. AOB

Rocking horse made approximately £270 for the year.

PTFA social 8th December at the Anchor

Christmas Fair committee Zoom 2nd November

58. Date of next meeting Monday 22nd January 2023 8pm via zoom

If anyone would like to know full names of committee members, please contact the PTFA at PTFAHartfield@gmail.com

