



Meeting Minutes

Version 1

Held: 4th March 2024 - 7:30pm @ The Blacksmiths Arms

Present

Katharine King (KK) - Chair
Sarah Armstrong (SA) - Secretary
Sophia Kelly (SK) - Member
Sarah Young (SY) - Member
Tom Lumby (TL) - Lead Teacher
Barbara Young (BY) - Member
Helen Findlay (HF) - Treasurer
Chloe Collacott (CC)- Reception Teacher
Katie - Parent

Absent

Jenny Venning (JV) - Parent
Charlotte Harris (CH)- Member
Jess Jasper (JJ) – Member

0. APOLOGIES

CH and JJ unable to attend.

1. PREVIOUS MINUTES

Previous minutes were signed by the Chair and kept on file for the records. No amendments.

2. EASY FUNDRAISING

Now has 18 members.

HF noted there is a new promotion Easy Fundraising are going to advertise soon to encourage more people to join and raise money.

3. DBS CHECKS

Lots still outstanding.

School to communicate progress at next meeting. SA to chase.

4. PURCHASE REQUESTS FROM SCHOOL

Leavers' hoodies. - Usual procedure As last year - School to arrange the order, PTFA will then reimburse.

5. PTFA COMMUNICATION TO PARENTS VIA SCHOOL

TL will produce a Google Form which will go out to parents via the weekly newsletter.

This will request permission for the school to send PTFA communications to them using via email.

School will save a spreadsheet listing parents who have given consent.

6. PTFA COMMUNICATION VIA NOTICEBOARD

Noticeboard needs removing; It is a hazard. Recent bad weather has further deteriorated the condition of this already broken noticeboard. Signage for the school may be better attached to the perimeter gate using laminated signs and cable ties. **SA to ask husband to investigate removing it.**



7. PTFA IDENTIFICATION AT EVENTS

KK has had a quote for lanyards and posted the sample lanyard image to the Whatsapp group.
15 lanyards cost £3.70 each plus £4 delivery.

SY to produce a little printable design for the card holder on the lanyard.

KK to order.

Spend approval = GRANTED

8. GARDENING WORKING PARTY

The event was a success; Many people arrived to help and good work was done to improve outdoor areas.

A second day may be arranged in future to make further progress.

Some chopped up wood still remains from the tree surgery.

Anyone is welcome to take some home for a small donation.

KK has a neighbour who may be interested to come and take some away.

9. SILENT DISCO EVENT - SUMMARY

It was a lovely event with lots of children and parents attending.

More sweets should be bought next time as they sold out.

Tattoos and body glitter were a hit too.

Non alcoholic drinks less successful; perhaps only hot drinks would be necessary next time.

Parents approved of the adjustable volume on each headphone set for their child.

Unfortunately, 2 headsets were broken at the event and we lost the £55 deposit.

10. EASTER EVENT

Previously scheduled for 27th March but there is now a Cross Country event on the same day which will clash.

Many PTFA members have children who will be wanting to attend the run.

Therefore a new date is proposed after the Easter holidays – Sunday 21st April.

This new date will be a bit different to the event previously imagined.

Sunday 21st April will be a Spring BBQ and gardening day mixed with games.

Welly wanging, Tug of War, Tyre obstacle courses etc.

Details TBC. 9-12 Gardening, 12-2 BBQ and games.

BY offered to provide the BBQ and meat at cost.

11. ADULT QUIZ NIGHT

Friday 10th May. At the school hall. 'Cider and Sausage Roll Quiz night' - 7pm for 7:30 start.

BY Aunty to provide quiz questions direct to person reading questions. TL or HF offered.

KK will apply for the Alcohol licence.

There will be a bar and raffle.

SK to ask Countryman Cider about obtaining cider for this event.

We will use the classroom tables rather than the long fold away tables for lunches.

The bar will be located in Hawk Owls classroom.

SY to produce poster for advertising and tickets for selling in advance.

Name and phone number of tickets to be recorded.

This date should be added to the school newsletter.

Prizes will be provided for the winning and losing team.

The whiskey bottle game will be repeated at this event.

We should have a break halfway through to serve the sausage rolls.

SA to ask husband what alcohol and quantities he's purchased for similar village event.

HF offered to set up a 'hoot' email address to use for advertising purposes.

12. SPORTS DAY / SUMMER FAIR EVENT

TL informed that school have decided the Sports Day will be Tuesday 2nd July.

(Back-up of Tuesday 9th July if bad weather on 2nd.)

There may also be a School Summer Show proposed for 16th and 17th July. TBD.

PTFA will hold their summer fair after the sports day as previous year was a success.

13. ASKING COMPANIES FOR DONATIONS

KK has produced a list of companies to ask for donations and a template of the letter to send.

Offer companies the chance to have their name advertised on event advertising and school newsletter etc.

KK will share the list via the google drive (and SA/HF will send link to everyone to then click on) so that everyone takes about 8-10 companies they're happy to contact and ask for a donation.

14. AOB

HF - ParentKind (PTFA Insurance company)

There is a new 'Be School Ready' guide package where we can get 30 packs with useful information to offer to any new pupils to the school. All agreed this would be good. HF to register to receive them.

Free Compost Competition

SK discovered a competition where schools can apply to receive £1,000 worth of compost.

A statement of intent from the school will be required.

SK will send the link to School to investigate.

Kit Go-Cart Scheme

TL mentioned 'Greenpower' Kit Go-Carts have been a successful scheme at his previous schools.

Current kit for 1 model - £2,800 approx.

Pupils learn how to construct the cart and associated mechanics/electrics/engineering/designing skills.

Take a trip to race the cart themselves and as a team take part in a race with similar schools.

Cart can be deconstructed afterwards for future pupils.

Film Night

Katie suggested a film night in the school hall has worked well at previous schools.

Buy a film and put it on a big screen.

Pupils pay minimal entrance fee (£3) and bring their beanbags/cushions and watch the film in their pjs.

HF to investigate if a licence is required to broadcast a film in this situation.

KK has a projector.

Popcorn and snacks could make good profit.

Good event for autumn/wintertime when outside events are difficult.

Frozen Fridays

Selling ice lollies from the freezer now in the shed on a Friday after school.

SA and others to organise once weather improves and ice poles purchased.

15. NEXT MEETING

Monday 15th April, 7:30pm @ venue The Blacksmiths Arms.

This will also be the AGM.